**Mission Statement**

Wooster VOX is a group affiliated with Planned Parenthood that works to raise awareness to  
 issues surrounding reproductive health, rights, and justice, encourage safe sexual health practices, and work with and support our local Planned Parenthood health center.

**Purpose Statement**

Wooster VOX is a group of individuals passionate about promoting reproductive rights and  
 sexual health on and off campus. Not only will the group work to raise awareness to issues regarding the topics mentioned in the mission statement, we will also work on making the campus a more open environment when it comes to talking about safe sex and reproductive  
 health practices. We will advocate for reproductive and sexual rights for all individuals, including members of certain communities that are often overlooked or neglected. Awareness and advocacy for reproductive rights and justice is important to the members  
 of this group and we hope to bring more attention to this often sensitive topic.

**Range of Activities**

Wooster VOX will host (or co-host) a number of different activities to uphold our mission  
 statement.

Speakers:

Wooster VOX will look for speakers to present topics that are applicable to reproductive  
 rights and sexual health. Some of these speakers can be members of Planned Parenthood or other VOX chapters around the country. Speakers will be asked to present up-to-date and relevant material to both members of the campus and community. If need be, the  
 accommodations, such as travel and lodging, for these speakers will be paid for by the Wooster VOX budget. All speakers will give their presentations in an environment he/she feels most comfortable, especially when speaking on sensitive topics.

At least two (2) speakers will be brought in by the group each school year. This means one  
 (1) speaker per semester. This will allow both members of the campus and community to get involved with the group and become more informed about reproductive justice and sexual health.

World AIDS Day:

National World AIDS Day is December 1 of every year. Wooster VOX will plan on tabling around  
 this date to promote awareness of the AIDS epidemic and help students engage in healthy sexual relationships by providing free condoms. On December 1, the group will hold a moment of silence to remember those lost by the epidemic outside of Lowry.

Other activities, such as the sale of Beads for Life (sales of which benefit Ugandan women  
 impacted by HIV), a RED Party Fundraiser (a fun event that could include music, food, dancing, and a raffle for an organization like the CHAPS Connection), and more should be used to supplement the tabling events to raise awareness and money for organizations  
 supporting the fight against AIDS.

Tabling Events:

Wooster VOX will table to promote different events or to support the group in general by  
 handing out free condoms and pamphlets of information regarding reproductive rights and sexual health. Tabling events can be held as necessary to promote events, the group itself, or to hold fundraising events.

Movie Showings:

Wooster VOX will show movies that are related to sexual health and/or reproductive rights  
 to improve campus involvement and awareness. Movies can be shown periodically throughout the year and can be held in general campus locations that are easily accessible to all individuals. Popcorn and other refreshments can be served during movie showings.  
 If applicable, the group reserves the right to have a short discussion after the movie showing.

Testing Days/Events/Trips:

At least once a month, Wooster VOX will work with the Wellness Center on campus and the Planned Parenthood health center in town to provide free/affordable testing to students. Rides will be provided to those students who need them to the Planned Parenthood health center. Our members will be able to sit with any individual pre and post testing if he/she  
 would like some unbiased, nonjudgmental support. These events will promote the use of campus and off campus facilities to keep students healthy.

Panel/Discussion Events:

Wooster VOX can facilitate Panel style talks with individuals from the group, campus, faculty  
 members, and other members from the community to address a given topic. This would generate conversation between the presenters and the audience members. These events would require a neutral moderator and could be supplemented by refreshments. This style of  
 panel and discussion could also be used for anonymous question events. Audience members can anonymously submit questions before the event and a panel of educated individuals on the topic can address the questions in a non-formal and approachable manner.

Get Yourself Tested Week:

Wooster VOX will support the local Planned Parenthood health center during Get Yourself Tested Week by volunteering at their open-house, tabling to raise awareness of the importance of getting tested, and passing out condoms. The group will work on getting free testing on campus during this time as well and will pass out pamphlets of information about STD prevention and treatment.

**Membership and Voting Procedures**

Any interested student, faculty, staff, or community member shall be able to join the VOX  
 group at any time throughout the academic year. With the understanding that each new member brings new perspectives and value to the organization, new members should be allowed to join at their convenience and be informed of the mission, goals, and current  
 activities of VOX. In order to be considered a general member of VOX, each interested individual should first attend two meetings of the organization. Board members are also considered members of the general membership.

Each member of VOX shall be responsible for encouraging and promoting activities sanctioned  
 by the VOX College of Wooster chapter, as well as the beliefs and goals of the organization. This advocacy and advertising should be done with the highest possible level of respect for those who have differing opinions, as many views espoused by VOX are controversial.  
 Each member is responsible for, to the best of their ability, representing the College of Wooster student body and community in a positive and proactive manner. Members do not have access to special treatment, opportunities, or goods/services that are not more generally available to the College of Wooster student body and community.

All general members of VOX shall have voting privileges. Each member in attendance at a meeting where a vote is taking place shall have the ability to cast one vote. The ability to vote is not limited by length of membership in the organization. Prior to any vote being held, an open discussion shall be facilitated on the issue at hand, and any member  
 with an opinion to voice shall have the right to state said opinion in front of the group at large.

The members of the VOX board (the President, Vice-President, Secretary, Treasurer, and Outreach Coordinator) shall also have the ability to vote, with the exception of the President. In the event of a tied vote, the President shall have the ability to make the deciding vote.

A vote may be called on any issue related to the goals and/or current activities of VOX at  
 any general meeting by any general member. In order for a legitimate vote to take place, a quorum must be present. A quorum shall here be defined as one half of the documented general members of the organization. If a quorum is not present, the vote shall  
 be tabled until the next general meeting. Votes by proxy may be accepted or declined at the discretion of the President. However, if proxy votes shall be accepted, the President must give notice to all general members of the organization that this opportunity  
 is available. The acceptability of proxy votes shall be decided on a case-by-case basis.

**Board Members**

The board of the College of Wooster VOX chapter shall consist of five positions: President,  
 Vice-President, Secretary, Treasurer, and Outreach Coordinator. The responsibilities of each officer are discussed below.

President:

1. The President shall serve as the chairperson of the board.
2. The President shall preside over all meetings of the general membership and the board.
3. The President is responsible for compiling the agenda for each meeting, with the assistance of the other officers and contributions from the general membership.
4. The President shall be the main representative of VOX at all larger campus or community events, unless he/she chooses to delegate the representative task to another officer or general member.
5. The President shall have the power to create committees as outlined in section --- of this document, and appoint members and/or officers to these committees.
6. In the event of a tied vote by the general membership or board, the President shall have the deciding vote.
7. The President is responsible for providing full and accurate information to the board and general membership  
    regarding any activity or idea related to VOX, as well as fostering an environment within the organization that promotes open discussion, debate, and voting procedures for the benefit of all general members, as well as the College of Wooster student body and community.

Vice-President:

1. The Vice-President shall assume all responsibilities of the President in the event of the President’s absence.
2. The Vice-President shall assist the President in any duties for which the President requests assistance.
3. In the absence of the Secretary, the Vice-President shall assume their duties until such a time that they are able to resume their obligation to the organization.
4. The Vice-President shall be an ad hoc member of all committees under the umbrella of VOX and shall serve as a liaison between the committees and the board.

Secretary:

1. The Secretary shall take minutes at every general meeting and board meeting and make the minutes available to any general member who requests the privilege to view them.
2. At each meeting of the general membership or board, the Secretary shall give a brief summary of the minutes of the previous meeting.
3. The Secretary is responsible for creating and updating a complete contact list for board members and general members.
4. The Secretary shall be in charge of all communications between the board and the general membership.
5. The Secretary shall informally take attendance at each meeting of the general membership and board for voting and election purposes; these records shall be kept and passed on to future secretaries.
6. The Secretary shall keep a record of all votes held by the board and general membership, and these records shall  
    be made available to members upon request.

Treasurer:

1. The Treasurer shall be responsible for all funds collected and expended through the activities of VOX.
2. The Treasurer shall be responsible for constructing an annual budget.
3. The Treasurer shall be responsible for obtaining and maintaining documentation of all expenditures and income.
4. The Treasurer shall be responsible for appealing to College of Wooster campus organizations and Planned Parenthood  
    for funds, as deemed necessary by the board and general membership.
5. The Treasurer shall give a report on the finances of VOX at each board meeting and as requested by the general  
    membership.
6. The Treasurer shall be responsible for advising the board and general membership on expenditures and income  
    as they pertain to the overall health of the VOX finances.

Outreach Coordinator:

1. The Outreach Coordinator shall be responsible for advertising the events, activities, and mission of VOX.
2. The Outreach Coordinator shall work with the President to represent VOX in any communications with outside organizations  
    or individuals that may be able to contribute to the mission, goals, and activities of VOX.
3. The Outreach Coordinator shall serve as an ad hoc member of any VOX committee that is involved in event or activity  
    planning.

[additions] [more]

**Election Procedures and Related Topics**

Elections: Elections for all five board positions shall be held in the spring semester of  
 every academic year. In order to hold an election, a quorum of ⅗ of the general membership must be present. No proxy votes shall be permitted during elections.

Each candidate should be prepared to give a short speech about their fitness for the position  
 being sought and be willing and able to answer questions from the general membership.

Votes shall be cast by ballot so that each member may vote with anonymity. Each general member who has been to the required number of meetings in order to vote shall be entitled to cast one vote for each office.

Each individual seeking office should have attended a minimum of five previous meetings in  
 order to run. A candidate for President should have had general member status for at least one semester and have attended a minimum of eight meetings.

Officers shall hold their position for one year, beginning in the spring semester of one  
 academic year, and ending in the spring of the following academic year once elections have taken place. Individuals may hold positions in as many years as they are eligible to do so, however, no single individual shall hold the office of President more than  
 twice.

If an officer should resign for any reason, a special election to fill the vacancy shall  
 be held at the earliest possible opportunity. The President and Secretary shall alert the general membership to the vacancy and make the position available to any eligible general member. This election shall follow the same rules as a regularly scheduled annual  
 election. The individual who is elected to fill the vacancy will have the same ending term date as the rest of the officers during the spring semester, and therefore, if they wish to maintain their seat on the board, they must run for their position again  
 at the time of the general election.

If an officer is not performing all of their duties as outlined in this document and through  
 the expectations of the general membership, they are susceptible to impeachment. If any two members of the general membership wish to move to impeach an officer, they must alert the President of their intent before the meeting of the general membership so  
 the President may alert the officer in question and place the item on the agenda. The two general members must present their case for impeachment to the general membership in attendance at the meeting, and the officer in question shall have the opportunity  
 to defend themselves and/or answer the questions of the general membership. At the conclusion of the discussion, a vote will take place by ballot among all general members. A quorum must be present for this vote to take place, and a simple majority of votes  
 are required to impeach the officer.

**Organizational Structure and Powers**

The College of Wooster VOX shall be comprised of two main entities, the board and the general  
 membership.

The board shall consist of five positions: President, Vice-President, Secretary, Treasurer,  
 and Outreach Coordinator.

The general membership shall be comprised of College of Wooster students, faculty, staff,  
 and Wooster community members. Individuals shall obtain general membership status after attending two VOX meetings.

The board shall have the ability to decide on their own functionings as it pertains to their  
 own meetings and work, but not as it affects the larger VOX organization or it’s activities. The board is ultimately responsible to the general membership, and therefore must seek approval from the general membership before undertaking any activity or policy  
 that will affect the organization as a whole.

The general membership shall have the ultimate power and voice of the organization. The general  
 membership has the power to advise the board and vote on activities, events, goals, and policies that it wishes to influence, create, or discontinue.

**Working Committee(s)**

The group may, from time to time, find specific issues should be addressed in such a way  
 that a smaller group of members would be more appropriate and efficient than the full group. In this case, a committee or subcommittee may be established by the President, while paying heed to the general consensus opinion of the board and group members.

**Types of meetings**

General Meetings:

A general meeting for the entire group will convene every Saturday at 5pm in the Holden Lounge  
 Basement. The group will take attendance, talk about important issues surrounding reproductive rights and sexual health, and plan upcoming events. As needed, these meetings can be used to get supplies ready for upcoming events. For example, if crafts need  
 to be made to be passed out at a tabling event or if ideas about decorations for the art wall need to be made they can be completed at these meetings. General meetings will be used to vote on event ideas, election of new officers, and any other activities  
 that require voting. Also, these general meetings can be used for brainstorming ideas to get the word out about Wooster VOX on and off campus.

Board Meetings:

Every other week, the board members (including the president, vice president(s), treasurer,  
 secretary, and outreach coordinator) will have a separate meeting from the general group. At these meetings, discussions of upcoming events, general group dynamics, and discussion topics will be addressed. These meetings will also be used to delegate tasks  
 and complete necessary paperwork for events and the maintenance of the group as a whole.

Committees Meetings:

In the event that committees are created in the group, the committee chair(s) will set up  
 a weekly meeting time for the group. These meetings will run as general meetings do and allow the group to accomplish any goals they have chosen to take on. These committee meetings will be reported back to the general group and their progress will be assessed  
 by the board members.

**Standards of Conduct, Violations and Consequences**

The Wooster VOX is an organization whose fundamental principles are that of equality, justice,  
 civility, and democracy. The organization’s members will conduct themselves along these lines by treating one another with respect and consideration. Any sort of aggression, lewd behavior, or intimidation will not be tolerated; neither will the members deal  
 dishonestly with one another or with the organization as a whole. Any violation of these principles constitutes a violation of the standards of conduct. The organization also will follow ordinary criminal and civil law; any violation of such will be brought  
 to the proper authorities.

Violations will be brought to the attention of the President as soon as possible. The President  
 will then consult with the violated party, in order to determine the most discreet and appropriate way to solve the situation. If the determined course of action is a vote to either censure or expel the violating party, it shall require a two-thirds majority.  
 The purpose of censure shall be to apprehend the violating party, and express the disapproval of the organization as a whole. Should censure prove too lenient, the organization may vote, with a two-thirds majority, to expel the violating party.

**Guideline to Amend the Charter**

There are three main steps the group must follow to amend the current charter:

1. The board members and general group members must discuss the reasons why the  
 charter should be changed and what changes should be made. The board members can have an initial discussion about amending the charter before bringing up the idea to the general group, but they may not move forward in making amendments without getting a 3/5  
 affirmative vote from the general group.

2. Once voted upon, the charter must be amended by the current board members and  
 any other voting member of the group that wishes to take part in the writing process. These amendments need to be drafted in a timely and efficient manner that best reflects the changes that need to be made.

3. After the appropriate amendments have been made to the charter, a copy of the  
 new charter must be sent out to the entire group for revisions. The following meeting, the group will vote on the amended charter. There must be 3/5 affirmative vote from the group for the charter to move on to be evaluated by Campus Council.