

**BYLAWS  
of  
Spectrum UNL**

**PREAMBLE**

We, the members of the University of Nebraska-Lincoln's Spectrum, do hereby ordain and establish these bylaws to guide the administration of our student organization.

**ARTICLE 1: MISSION STATEMENT**

To act as a social outlet for LGBTQA+ students on campus by engaging members with exciting activities, outings, events, and interactive educational opportunities as well as providing members with resources, support, and friends.

**ARTICLE 2: NO-OUTING POLICY**

Spectrum UNL maintains a strict no-outing policy for all members. This means that members can expect discretion about their identities both in and out of Spectrum. Aspects of identity can include but are not limited to: sexual orientation, gender identity, race, color, ethnicity, national origin, citizenship status, sex, socioeconomic status, place of residence, marital status, family structure/support, pregnancy, disability, age, genetic information, veteran status, religion, and/or political affiliation.

The no-outing policy includes but is not limited to:

- Members may not ask questions that might make others feel like they must divulge their identity
- If someone shares their identity in any aspect, it must not be shared outside of Spectrum without expressed consent from the person to which it applies
- Members may divulge information about their own identities and should be confident that it will stay within Spectrum
- If a question is asked that makes people feel like they must divulge their identity, members can address it with the group without fear of judgement

If a member is found to be in violation of this policy, the Executive Board should speak with them about their behavior. If the issue continues, the member may face disciplinary measures as laid out in Article 3 Section 4 of the Constitution.

**ARTICLE 3: MEETING DATES AND TIMES**

Article 6 Section 2 of the Constitution mandates a minimum frequency for general and executive meetings. Below are more explicit guidelines for when these meetings should be held.

### **Section 1: General Meetings**

General meetings shall be held every Thursday from 6:00 pm to 7:00 pm in the Union. There shall be a social hour before the meeting in the Spectrum Office from 5:00 pm to 6:00 pm. After the meeting, there shall be a group dinner at a dining hall on campus.

Exceptions include but are not limited to:

1. University holidays, university closings, and other days in which classes are not in session
2. When other LGBTQA+ campus events are scheduled for the same time (i.e. drag shows, Lavender Graduation, Welcome Back Picnic, Resource Center Open House, LGBTQA+ History Month Dinner, etc.)
3. Under extraneous situations where Executive Board members are unable to attend the meeting

### **Section 2: Executive Board Meetings**

Executive meetings shall be held once a week in the Spectrum Office. These meetings shall be scheduled at the discretion of the Executive Board. Executive Board Meetings are open to any member to attend, although the Executive Board reserves the right to declare any meeting “closed” for the purpose of discussing sensitive and private information.

### **Section 3: Affinity Hours**

Affinity Hours are designated spaces for communities to gather around similar or shared experiences. It is respectfully requested that only people who identify with the Affinity Group attend. Potential Affinity Hours can include: Queer People of Color, Queer People of Faith, Queerness and Disabilities, Trans/Non-Binary Identities, and Ace/Aro Spectrum.

Affinity Hours should be held for a given intersecting identity within the LGBTQA+ Community at least once a week. The scheduling of these meetings is left to the discretion of the Executive Board and Affinity Councils.

## **ARTICLE 4: OFFICE SPACE**

### **Section 1: Location**

The Spectrum office is located in room 234 of the Nebraska Union.

### **Section 2: Space Allocation**

Office space in the Union is allocated by Student Involvement and the Union Board. Every Spring semester, a space allocation request form must be submitted to keep the space. For the duration of the 10 year contract between the Union and MSE Branded Foods (through 2028), Spectrum UNL is guaranteed to retain office space in the Union. However, to ensure nothing slips through the crack, space allocation requests should still be submitted.

### **Section 3: Office Space Use**

The Spectrum office space can be used for the following:

- Storage of organization's supplies
- Weekly social hour
- General meetings when no other Union spaces are available
- Executive Board meetings
- Committee Meetings
- Office hours
- Executive Board meetings for other LGBTQA+ organizations

The door code to the office should only be given to:

- Spectrum UNL Executive Board Members
- Spectrum UNL Advisors
- Spectrum UNL Committee Chairs
- Select staff members at the LGBTQA+ Resource Center
- Select presidents of other LGBTQA+ RSOs

Items available in the office should include:

- Condoms and other safe sex supplies
- Resource pamphlets
- Advertising of upcoming events
- Space to display community artwork
- Couches and other seats

## **ARTICLE 5: TRANSITION OF LEADERSHIP**

### **Section 1: Officer Training Period**

During the standard officer selection period, elections take place in mid-March but those elected aren't appointed to their position until late April. The time between these dates should be used as a period to train new Executive Board members for their new positions. Below is a general outline of what this period should look like.

Week 1: The incoming officers should attend the Executive Board meeting to shadow the officer in their upcoming position. This week should be primarily to observe the process of the Executive Board and ask any questions they may have.

Week 2: The incoming officers should co-lead the Executive Board meeting and general meeting with the outgoing officers.

Week 3: The incoming officers should lead the Executive Board meeting and general meeting with the outgoing officers present to help out if needed.

Week 4: The incoming officers are appointed to their elected positions.

## **Section 2: Transfer of Administrative Privileges**

At the start of the training period, incoming officers should be given administrator privileges to all Spectrum UNL accounts, including but not limited to: Google Drive, email, NVolveU, and social media accounts.

Once the new officers are appointed, outgoing officers should be removed as administrators from all aforementioned accounts. Passwords to all accounts should be changed.

## **ARTICLE 6: COMMITTEES**

Article 4 Section 8 of the Constitution offers provisions for the creation of committees. Below are the purposes, responsibilities, and jurisdiction of all current committees.

### **Section 1: Historical Preservation**

**Purpose:** To compile a history of Spectrum UNL and other LGBTQA+ activity on campus.

**Responsibilities:**

- a. Sort through old documents kept by previous Executive Boards
- b. Collaborate with the LGBTQA+ Resource Center and UNL Archives & Special Records to gain a broader understanding of the LGBTQA+ community on campus
- c. Compile a timeline of LGBTQA+ activity on campus
- d. Work with the President and Historian to make history accessible to membership

**Jurisdiction:** Committee shall have full access to all records dating older than 7 years ago unless otherwise marked as confidential. All content must stay in the Spectrum Office unless otherwise determined by the Executive Board. Records may be donated to the Archives & Special Records under the condition that privacy is respected and Spectrum UNL retains the ability to access them at any time.

## **Section 2: Affinity Councils**

**Purpose:** To highlight and honor intersectionality within the LGBTQA+ community. There can be multiple Affinity Councils created, each for an intersecting identity.

### **Responsibilities:**

- a. Schedule, coordinate, and facilitate regular Affinity Hours
- b. Attend Executive Board Meetings at least once a month
- c. Plan events for their Affinity Group to further the community
- d. Identify speakers and other opportunities to enrich intersectionality at UNL
- e. Work with the Executive Board to ensure Spectrum is inclusive to all intersectionalities

**Jurisdiction:** Each Council will be made up of one Chair and up to two other members, each of whom identify with the given intersectionality. The Chair will be given the door code in order to facilitate Affinity Hours. When coordinating events, the Council can decide if they would like it to be for the Affinity Group only or open to allies. The Executive Board may use their discretion to provide the Council with a budget to hold events.

## **ARTICLE 7: ATTAINING MEMBER FEEDBACK**

There should be various methods of obtaining feedback from general membership. All methods of feedback should have the option of being anonymous.

### **Section 1: Queer Rants Box**

There should be a physical box in the Spectrum Office where members are able to submit feedback. For ease of submission, paper and writing utensils should be kept near the box at all times.

There should also be an electronic form online. This form should be advertised at the beginning of each semester and a link should be easily available on all social media pages.

It is the duty of the Executive Board to check these feedback avenues at least once a week.

### **Section 2: Formal Complaints**

Multiple provisions in the Constitution call for formal complaints to initiate certain processes (removal of Executive Board member, revocation of membership, etc.). Formal complaints must be made in some tangible way, either through electronic message or physical note. This is to say that simply telling an Executive Board member a complaint does not qualify as a formal complaint.

### **Section 3: Review Surveys**

At the end of the academic year, the Executive Board should send out a survey to all members to get feedback about how the year went. This should include a list of all meetings with spaces for members to say what they liked and didn't like. The survey should also ask about other events hosted throughout the semester, what members would like to see next year, and any other feedback members might have.

## **ARTICLE 8: MEETING TOPICS**

The following meeting dates should remain consistent from year to year.

- **Fall Semester**
  - **LGBTQA+ 101:** one of the first two meetings of the year
  - **Pronouns and Gaymes:** the other first meeting of the year
  - **How to do Drag Workshop:** three or four meetings prior to the Fall drag show
  - **National Coming Out Day:** the meeting closest to October 11
  - **Drag Practice:** the meeting prior to the Fall drag show
  - **Study and Gaymes:** the meeting during dead week
- **Spring Semester**
  - **MBLGTACC Review:** the meeting after MBLGTACC travel
  - **Exec Position Overview:** two meetings before Spring break
  - **How to do Drag Workshop:** the meeting before Spring break
  - **Elections:** the meeting after Spring Break
  - **Drag Practice:** the meeting prior to the Spring drag show

The following are meeting topics that are ideal to have throughout the year.

- Exploring the Community
  - What's in an Acronym
  - Exploring Stereotypes
  - Trans Forum
  - Ace/Aro Awareness
  - Bi and Pan Visibility
- Education
  - Sex 101/202
  - Queer History
  - AIDS History
  - Boundaries and Healthy Friendships
- Intersectionality
  - Queer People of Faith
  - Queer People of Color
  - Disabilities and Queerness

- Activities
  - Exploring Stereotypes
  - Flag Making
  - Gayzer Tag
  - Gaymes
- Support
  - Surviving Home
  - Surviving College

Most of these meetings can be done as either a presentation or group discussion/forum. It is a good rule of thumb to alternate between presentation meetings, discussion meetings, and activity meetings to keep a variety for members.

#### **ARTICLE 9: EFFECTIVE DATE OF BYLAWS**

These bylaws are effective March 12, 2020.

#### **Executive Approval:**

President:	Jake Piccini	3/12/2020
Treasurer:	Sam Guido	3/12/2020
Outreach Coordinator:	Z Marzouk	3/12/2020