

STUDENTS FOR THE NEW URBANISM REGISTRATION

Use this form to register a **Students for the New Urbanism (SNU)** group with CNU. Chapter leaders may want to pass this on to interested students within their area. Please note that CNU supports, but does not officially recognize, SNU groups except as affiliates of regional chapters.

Please fill out completely and submit to CNU at:

The Congress for the New Urbanism • Attn: CNU Chapter Coordinator
140 S. Dearborn St., Suite 404 • Chicago, IL 60603

Please note that SNU groups must be officially registered as a student organization with their institution and must abide by all rules and regulations stipulated by the institution's Student Activities organization, or other such unit that oversees sanctioned student organizations.

If you have questions regarding the completion of this form, please contact the CNU Chapter Coordinator at 312-551-7300 or chapters@cnu.org. Copies of this form may be downloaded at www.cnu.org/chapters.

1. Location

Name of Institution _____

Name of your Organization _____

Name of faculty Advisor _____

Campus address of Advisor _____

Is your advisor a member of CNU? (If no, join online: www.cnu.org) _____

If affiliated with a CNU regional chapter, chapter name: _____

2. Contact

Primary Contact Person _____

Primary Contact Address _____

Primary Contact Phone _____

Primary Contact Email _____

Website Address (if applicable) _____

ListServ Address (if applicable) _____

2. Membership

1. Chair: _____
2. Vice-Chair: _____
3. Secretary-Treasurer: _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

4. Attachments

Please attach:

- A copy of your institution's registration form for student organizations with proof of approval.
- A copy of your group's charter and by-laws. Model by-laws are included in this packet.

Signature: _____

Print Name: _____

Date: _____

Students for the New Urbanism

Sample Charter & By-laws

Feel free to use these as-is, or modify as you see fit.

1. Charter

The purpose of this organization shall be:

To explore, examine, evaluate, discuss and promote the principles of the New Urbanism as stated in the Charter of the New Urbanism written by the Congress for the New Urbanism.

To raise awareness among students, faculty, administration and the community at large concerning the issues relating to our built environment and how the New Urbanism addresses these issues.

To provide educational forums where the concepts and ideas of the New Urbanism may be presented.

To support local community initiatives which advance the New Urbanism and its guiding principles as a design alternative.

To participate in or conduct events, which the executive board agrees are beneficial to the organization.

2. By-laws

Article I

Name

The name of this organization shall be Students for the New Urbanism with offices located at the [Name of Institution].

Article II

Membership

Full membership status (holding voting rights) shall be extended to student members who are concurrently enrolled at [Name of Institution]. Associate membership status (holding no voting rights) shall be extended to faculty, administration and employees of [Name of Institution] who wish to participate in the organization.

Article III

Meetings

Section 1. Members shall meet monthly on a predetermined and announced date to conduct business and complete an agenda as set by the executive board.

Section 2. The executive board shall meet monthly, two weeks in advance of member meetings to conduct business and set the agenda for future meetings.

Section 3. Additional sessions may be held as agreed to by the executive board.

Section 4. Quorum: One half of the full membership will constitute a quorum.

Section 5. At the last meeting of the school year, officers for the upcoming school year will be elected.

Article IV

Officers/Organization

The officers of the organization shall be President, Vice President, Secretary and Treasurer.

Officers will be elected for a one year term beginning at the start of the academic year.

The President shall be the principal executive officer, shall conduct executive board meetings and shall perform all duties incident to the office of the President.

The Vice President shall, in the absence of the President, perform the duties of the President.

The Secretary shall keep minutes of the meetings, see that all notices are given in accordance with the provisions of the bylaws and maintain a roster of the membership.

The Treasurer shall have charge and custody and be responsible for all the funds of the organization.

As the need arises, committees, committee chairs, coordinators and liaisons will be appointed by the executive board to fulfill specific duties relating to the operation and conduct of organizational affairs.

Article V

Amendments to the Bylaws

These bylaws may be altered, amended or repealed and new bylaws may be adopted by a two-thirds majority of the members present at any meeting of the full members, provided at least five days notice is given of intention to alter, amend, repeal or adopt new bylaws at such meeting.