***Preamble***

The University of California (UC) 4‑H Youth Development Program (4‑H YDP) creates supportive environments utilizing learn-by-doing educational experiences for culturally diverse youth and adults to reach their fullest potential. In support of this mission, the 4‑H YDP develops programs that:

* Are responsive to California’s youth and families;
* Are inclusive and diverse;
* Are innovative and adaptable;
* Are accountable for their actions and resources;
* Are collaborative and team focused;
* Are honest, fair and equitable;
* Are respectful for the health and well-being of people, animals and the environment;
* Foster leadership and volunteerism in youth and adults;
* Develop skills that benefit youth throughout life;
* Build partnerships for programming and funding; and
* Use research-based knowledge and the Land Grant University System.

The 4‑H organization includes all 4‑H youth development and education programs and groups such as the State 4‑H Council, the Sectional 4‑H Councils, County 4‑H Councils and all subsidiary 4‑H units. Through the 4‑H organization, volunteers and UC Cooperative Extension 4‑H staff can work together more effectively to extend the 4‑H YDP to the youth of the state, and assist in promoting and achieving the goals of the State 4‑H YDP. The UC Cooperative Extension 4-H YDP staff has final authority to interpret University policies and procedures and is responsible for ensuring that are state and federal laws, 4-H YDP policies, procedures and core values are adhered to.

|  |  |
| --- | --- |
| R | **Article I Name and Scope** |
|  |  |
|  | *Section 1-- Name*  The name of this organization shall be the California Sectional 4-H Council. |
|  |  |

|  |  |
| --- | --- |
|  | *Section 2 -- Scope*  The State 4‑H Council works with the State 4‑H YDP Director and cooperates with 4‑H YDP staff to coordinate, plan, conduct, and evaluate statewide 4‑H YD programs, events, and activities. |
|  |  |
| R | **Article II Purpose** |
|  |  |
|  | *Section 1 -- Purpose*  The objective of the California Sectional 4‑H Council is to contribute to the growth and development of the 4‑H YDP by strengthening the work of the Sectional and County 4‑H Councils and promoting constructive thinking among volunteers to enable them to help youth develop character and leadership through California’s 4‑H YDP, and to promote the relevance of the 4‑H YDP program to youth of diverse cultural and ethnic origins. |
|  |  |
|  | *Section 2 -- Operation*  The California Sectional 4‑H Council shall operate as a tax-exempt, nonpolitical, educational activity of the University of California in furtherance of 4‑H YDP work in California. |
|  |  |
|  | *Section 3 -- Specific Purposes*  The specific purposes for the Sectional 4H Council is organized shall be as follows:   1. Assist 4-H county councils in implementing programs and projects based upon the educational framework of the 4-H YDP, and the educational goals and standards of county 4-H YDP staff and the program. 2. Help ensure that all county, sectional and state 4-H YDP programming is consistent with the Mission and Direction for the California YDP, including the Guiding Principles, Core Values and 4-H Program Criteria. 3. Assist 4-H YDP staff in implementing the affirmative action goals and plans of the 4-H YDP so that the equity and parity standards mandated by law and UC policy are met. 4. Develop ideas for expanding and improving 4‑H YD programs throughout the state. Provide a means of securing the concerted action of adult volunteers to supplement the work of 4-H YDP staff in the promotion, organization, and administration of the 4‑H YDP. 5. Conduct, with 4‑H YDP staff, a comprehensive 4‑H program planning effort with the objective of meeting the needs and changing interests of youth, and changing ethnic, gender and economic demographics. |
|  | 1. Assist in the planning and implementation of leadership training programs beyond that county level so that adult volunteers may better fulfill their responsibilities to the youth they serve. 2. Assist in identifying and conducting educational programs beyond the county level for 4‑H members and adult volunteers as needed. 3. Improve communications among all levels and promote a spirit of friendship and cooperation among adult volunteers and 4‑H YDP staff. |
| R | **Article III Affirmative Action Committee** |
|  | *Section 1 -- Purpose*  An Affirmative Action Committee shall be organized in cooperation with UC Cooperative Extension 4-H YDP staff to ensure that youth of all races, colors, national origin, religion, sex, or disabilities are aware of 4‑H YDP opportunities and share equal access to program participation. Issues of policies and procedures to facilitate program parity and equity should have input from this advisory committee. |
|  | *Section 2 -- Authority*  The Affirmative Action Committee shall advise the Sectional 4-H Council and UC Cooperative Extension on Affirmative Action matters pertaining to broad, statewide 4‑H YDP programmatic and operational policies, issues, concerns, and opportunities, and assist the 4‑H YDP staff in reaching the Affirmative Action goals of the 4‑H YDP. |
|  | *Section 3 -- Organization and Operation*  The Affirmative Action Committee shall be organized and operated in accordance with affirmative action guidelines. The committee should include:   * At least one-third teenage youth; * Diverse ethnic/gender representation of the potential clientele groups; and * Representative(s) of disability interests who are either, individuals who are disabled, their parents/guardians, or spokespersons for/or professionals working with the disabled community.   The individuals charged with Affirmative Action must meet as a group at least once per year to be considered active. The Affirmative Action Committee can be the 4‑H Council Executive Committee if it meets the above criteria.  The key responsibility of the Affirmative Action Committee is planning and implementing effective outreach programs. |
| R | **Article IV Sectional 4‑H Councils** |
|  | *Section 1 -- Purpose*  Sectional 4‑H Councils are organized by the California State 4‑H Council to increase the effectiveness of state 4‑H YDP and to strengthen its unity, as well as promote services that reflect the ethnic and cultural diversity of the State. |
|  | *Section 2 -- Authority*  Sectional 4‑H Councils shall operate under the same constitution and by-laws governing the State 4-H Council. Rules and procedures may be adopted by each *Sectional 4-H Council* to govern its action in situations that are not covered by the constitution and by-laws. |
| R | **Article V**  **Advisory and Sponsoring Committee** |
|  | *Section 1 -- Purpose*  Advisory and sponsoring committees, made up of friends and supporters of 4‑H YDP work, may be organized to assist in developing new programs and in financing and promoting the 4‑H YDP. |

|  |  |
| --- | --- |
|  | *Section 2 -- Organization*  Such committees may be organized by the Sectional 4-H Council in accordance with the advice of the State 4‑H YDP Director, or may be organized by the staff for certain program purposes. When such committees are organized by staff, the Sectional 4‑H Council shall be informed of the purpose, organization, and composition. Such committees must conform to and follow all UC and 4-H YDP and other policies. |
| R | **Article VI**  **4-H Name and Emblem** |
|  | *Section 1 -- Use*  All uses of the 4‑H name or emblem shall be consistent with the educational purposes, affirmative action commitments, character-building objectives, and dignity of the 4‑H YDP as expressed by federal and state guidelines. |
|  | *Section 2 -- Limits*  The 4‑H name and emblem shall not be used if it exploits or might be constructed to exploit the 4‑H YDP. This will hold true for locally originated contests and awards, money-raising activities, printed materials, supplies to be sold or provided without charge, and advertisements. |
|  | *Section 3 -- Authority*  By act of Congress, the Secretary of Agriculture, United States Department of Agriculture, is the final authority for authorization for use of the name and emblem of 4‑H youth work. State, sectional, and local 4‑H organizations shall operate within this authorization through the granting of a 4-H charter. Plans for the use of the 4‑H name and emblem shall be cleared with the state 4‑H YDP director. The State 4-H YDP Director approves all use of the name and emblem in California. |
| R | **Article VII**  **Amendments** |
|  | *Section 1 -- Purpose*  Any proposed amendment shall be submitted in writing to the State 4-H YDP Director by the Sectional 4‑H Council. Upon approval, in its approved form, the amendment shall be read at a regular or special meeting at least one month before final action or shall be sent in a letter to every member one week before final action. |
|  | *Section 2 -- Voting*  Amendments may be passed at a regular or special meeting of the 4-H Council by three-fourths vote of the active members present, providing the above procedure has been followed and providing there is a quorum. |
| R | **Article VIII**  **Nondiscrimination Statement** |
|  | It is the policy of the University of California (UC) and the UC Division of Agriculture & Natural Resources not to engage in discrimination against or harassment of any person in any of its programs or activities on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy (which includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), as well as state military and naval service. This policy is intended to be consistent with the provisions of applicable state and federal laws and University policies.  University policy also prohibits retaliation against any employee or person in any of its programs or activities for bringing a complaint of discrimination or harassment pursuant to this policy. This policy also prohibits retaliation against a person who assists someone with a complaint of discrimination or harassment, or participates in any manner in an investigation or resolution of a complaint of discrimination or harassment. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or to any of its programs or activities.  In addition, it is the policy of the University and ANR to undertake affirmative action, consistent with its obligations as a Federal contractor, for minorities and women, for persons with disabilities, and for covered veterans. The University commits itself to apply every good faith effort to achieve prompt and full utilization of minorities and women in all segments of its workforce where deficiencies exist. These efforts conform to all current legal and regulatory requirements, and are consistent with University standards of quality and excellence.  In conformance with Federal regulations, written affirmative action plans shall be prepared and maintained by each campus of the University, including the Division of Agriculture and Natural Resources. Such plans shall be reviewed and approved by the Office of the President and the Office of the General Counsel before they are officially promulgated. |
|  | Inquiries regarding the University’s nondiscrimination policies may be directed to Linda Marie Manton, Affirmative Action Contact, University of California, Davis, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1318. |

|  |  |  |
| --- | --- | --- |
|  |  |  |
| 4‑H Council President |  | State 4‑H YDP Director |

It is the policy of the University of California (UC) and the UC Division of Agriculture & Natural Resources not to engage in discrimination against or harassment of any person in any of its programs or activities (Complete nondiscrimination policy statement can be found at <http://ucanr.edu/sites/anrstaff/files/176836.doc>). Inquiries regarding ANR’s nondiscrimination policies may be directed to Linda Marie Manton, Affirmative Action Contact, University of California, Davis, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1318.