**ROCHESTER COMMUNITY AND TECHNICAL COLLEGE**

**CLUB CONSTITUTION**

**ARTICLE I – NAME**

This Chartered Club shall be known as the \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Club (hereinafter “the club”).

**ARTICLE II – PURPOSE**

To serve as an official organization for students interested in \_\_\_\_\_\_\_\_\_\_\_\_. To promote \_\_\_\_\_\_\_\_\_ program on campus, in the community and to increase interest in this field of study amongst potential students. To create a social group that will encourage students to get involved with events on campus, in the community and volunteering for the good of all. \_\_\_\_\_\_\_\_. The club will participate in school activities and events to better the community. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**ARTICLE III – MEMBERSHIP**

A. Eligibility

1. The club will be open to any RCTC students in good standing.

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B. Responsibilities

1. The responsibilities of all members shall include attending meetings, participating in events, and representing the club appropriately.

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

C. Non Discrimination

The club does not discriminate on the basis of race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, or membership or activity in a local commission as defined by law*.*

**ARTICLE IV – OFFICERS**

Section 1: The officers of this club shall be the President, Vice President, Secretary and Treasurer. \_\_\_\_\_\_\_\_\_\_\_

1. Duties of the President:
   * + 1. Preside over meetings.
       2. Act as a liaison between the club and students, faculty and staff
       3. Oversee committee operations
2. Duties of the Vice President:
3. Act on behalf of the President when needed
4. Assist the President in all Presidential duties
5. Duties of the Secretary
6. Take and report accurate minutes during meetings
7. To be in charge of communication with membership
8. Duties of the Treasurer
9. To keep accurate record of club finances
10. To report the use of finances of the club

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section 2: Removal of Officers

By a vote of 2/3 of the ­­club’s membership by secret ballot, and with the approval of the Advisor, the club shall have the authority to remove any officer from their position.

**ARTICLE V – COMMITTEES**

1. The club may establish ad-hoc committees at any time as deemed necessary.
2. The President shall appoint members to ad-hoc committees.
   1. The standing committees of this club shall be: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ARTICLE VI – OPERATIONS**

1. The meeting schedule shall be determined at the first meeting of the semester.
2. Quorum shall be half of the active membership, plus one, and is needed for official business to take place.
3. Special meetings shall be held when deemed necessary and may be called by any member of the executive board.
4. The advisor of this club shall be a member of the college faculty.
5. The club will appoint one delegate and one alternate to the Student Senate and a club delegate shall represent the club at all Student Senate meetings.

**ARTICLE VII – RATIFICATION AND AMENDMENTS**

1. This constitution shall become effective upon a 2/3 vote of the initial club membership, approval by the RCTC Student Senate and the President of the College.
2. Amendments to this constitution must be dated and submitted to the membership, one week before it comes to a vote, and must receive 2/3 of the entire memberships vote. The revised constitution must be submitted to the Senate for review.
3. This constitution will be reviewed by the club biannually

**ARTICLE VIII- DISBANDMENT**

1. Disbandment requires a 2/3 vote of the entire club membership.
2. Upon disbandment all club funds shall be returned to Student Life.

Revision Date: **\_\_\_/\_\_\_/\_\_\_\_\_**

Approved by the RCTC Student Senate on this, the \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2018

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Sarah Brakebill-Hacke, Student President

Rochester Community and Technical College

Approved by the college president on this, the \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2018

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Mary Davenport, Interim President

Rochester Community and Technical College