

# **SAMPLE CONSTITUTION**

## **ARTICLE I - Name and Location**

Section 1. The name of this organization shall be

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Section 2. Headquarters of the club is maintained at Barton County Community College, Great Bend, Barton County, Kansas.

## **ARTICLE II - Purpose**

Section 1. The purpose of this organization shall be to promote a wider acquaintance among its members,

Section 2. To maintain and increase their interest in club work,

Section 3. To develop leaders in this field,

Section 4. To aid in any campus activity relating to club work,

Section 5. To foster the best interest of Barton County Community College and to interest (Club Name) members and others to come to Barton County Community College, and

Section 6. In general, to aid and promote the well-being of former (Club Name) members, at this institution.

## **ARTICLE III - Membership**

Section 1. Any student of this college is eligible for membership.

Section 2. When a regular member of good standing leaves the college either before or after his graduation, he shall be considered as an honorary member.

Section 3. Any additional honorary members shall be admitted to membership by two-thirds vote of the members present at any regular meeting.

## **ARTICLE IV - Officers and Committees**

Section 1. The elective officers of the club are to be president, Vice president, secretary, treasurer, student senate representative and alternate student senate representative.

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- Section 2. The officers shall be elected for a one-year term.
- Section 3. The duties shall be those usually pertaining to these respective offices. In addition, the vice president shall be responsible for the programs at the meetings. Other officers may be appointed by the Executive Council.
- Section 4. The executive council shall include all of the elective officers of the club.
- Section 5. They shall meet previous to each meeting and at such times as may be necessary and shall transact such business as comes to its attention. Business transacted shall be subject to the approval of the club at its regular meeting.
- Section 6. The officers shall be elected and installed at the April meeting. They shall hold office until their successors have been elected and qualified. The president shall previously appoint a nominating committee. Additional nominations may be made from the floor following the presentation of the nominees on election night.
- Section 7. Each spring the old officers and the newly elected officers for the coming year shall appoint standing committees of three members each to the finance, program and recreation committees for the coming school year. The president can appoint additional members if necessary.

### **ARTICLE V - Meeting**

- Section 1. Regular meetings shall be held at least once a month. Special meetings may be called at the discretion of the Executive Committee.

### **ARTICLE VI - Fees**

- Section 1. The membership fee shall be set at the first meeting of the new year.

### **ARTICLE VII - Advisor**

- Section 1. The club shall have an advisor who is a representative of the (Barton County Community College Agriculture Department or Barton County Community College Psychology Department). He or she shall supervise all club activities.

**ARTICLE VIII - Amendments**

Section 1. This constitution may be amended by a two-thirds vote of the members present at any regular meeting, providing that due notice of such amendment has been given at a previous regular meeting.

**ARTICLE IX - Rules of Order**

Section 1. Robert's Rules of Order shall govern parliamentary procedure in this organization, and shall be followed in all cases unless otherwise specified in this constitution.