

MATH TEAM / CLUB

Rowan University

CONSTITUTION

ARTICLE I: Name of Organization

Mathematics Team / Club

ARTICLE II: Purpose of Organization

To promote math awareness and interest on Rowan's campus and to educate the importance of math. To serve as a gathering place, as well as an academic and career resource for all students interested in math. Host various seminars, study groups, and participate in competitions and community service events.

ARTICLE III: Membership

SECTION 1: Eligibility

An individual is eligible to be a member of the Math Team / Club if he/she is eligible to participate in a student organization as detailed in the policies of Rowan University.

SECTION 2: Dues

No fee.

SECTION 3: Induction

A person becomes a member by attending at least two meetings a semester and participating in one of the Math Team / Club's service projects. A member remains in good standing by obeying the rules of the group written in the constitution.

SECTION 4: Duration

Members will join or renew their membership at the beginning of each academic year.

SECTION 5: Rights of Members

Club members help promote the club, participate in voting, and partake in the coordination of Club activities/events.

SECTION 6: Non-Student Participants

Individuals ineligible for membership may still attend meetings and help with Club events, as long as they obey the rules of the group written in the constitution.

SECTION 7: Revoking Membership

The Club reserves the right to revoke students' membership for failure to attend meetings, meet responsibilities, or adhere to the Rowan University Student Code of Conduct.

ARTICLE IV: Offices

SECTION 1: Officer Responsibilities

President: Attend all meetings (unless excused), participate and be aware of all Math Team / Club activities/events, keep club Advisor(s) informed of all activities at all

times, oversee the executive board members, prepare the Monthly Progress Reports, communicate with the Vice President of SGA, handle SGA requirements, make certain that the Club follows the Rowan University Student Code of Conduct, assist in developing goals and objectives for the year, arrange and organize Club meetings, other duties upon request.

Vice President: Attend all meetings (unless excused), resume the President's responsibilities in his/her absence, assist President in handling SGA requirements, assist in coordinating all Club activities/events, assist the President in making certain that the Club follows the Rowan University Student Code of Conduct, assist the President in preparing the Monthly Progress Report, assist in developing goals and objectives for the year, other duties upon request.

Secretary: Attend all meetings (unless excused), take minutes of all Club meetings, emails/distributes minutes to all Club members and the Advisor(s), develop, update, and maintain an accurate membership roster, help keep track of SGA requirements, keep copies of the Monthly Progress Reports, other duties upon request.

Treasurer: Attend all meetings (unless excused), keep an ongoing record of the Club's budget and finances throughout the year, organize all fundraising events, complete accountability statements after each Club fundraising event, attend a Treasurer workshop once every semester, maintain and make copies of all receipts at all times, other duties upon request.

Senator: Attend all meetings (unless excused), MUST attend all SGA meetings and report back to the Club, assist with Club activities/events, other duties upon request. Also, as required by SGA, the Senator must be a full time undergraduate student and may only serve as Senator for one Club.

SECTION 2: Term of office

Each officer will serve for a one year term from the point of elections in September/October.

SECTION 3: Nomination and elections

Paragraph 1: Eligibility

Must be a member of the Club. See Article III on Membership above.

Paragraph 2: Nomination procedures

The election officials will accept nominations from the general membership. These nominations must be seconded by another member. A person may be nominated for more than one office. However, an individual may hold only one officer position.

Paragraph 3: Election procedures

Votes are cast by a show of hands. The nominee with the majority of votes wins.

SECTION 4: Vacancies

Vacancies will be filled as soon as possible.

Paragraph 1: Resignations

An officer is allowed to resign from office. He/she will have to notify the executive board at least one week before doing so.

Paragraph 2: Removal

An officer can be removed from office if he/she fails to fulfill his/her officer responsibilities. First, the executive board will speak to the individual directly. However, if the member's behavior continues, the executive board will make a decision about removing the person from office. This will be voted on. Also, the same process applies if the executive board would like to cast a confidence vote against an officer.

Paragraph 3: Filling vacancies

When vacancies occur, an election for that particular office will take place. The general membership will vote.

ARTICLE V: Committees

An ad hoc committee may be established at the will of the President and/or as projects arise from the organization business. If an ad hoc committee is to be used, the committee's purpose and responsibilities will be designed by the executive board and voted on by the general membership. Members of the committee will also be voted on.

ARTICLE VI: Finance

All financial transaction logs will be established and maintained by both the SGA Chief Financial Officer and the Club's Treasurer.

SECTION 1: Oversight

The Club's treasurer is in charge of the oversight of organizational funds.

SECTION 2: Source of funding

Funds will be accumulated by a means of fundraising efforts. All funds raised by the Math Team / Club will be deposited in the Student Organizations account.

SECTION 3: Maintenance of funds

All monies belonging to this organization shall be deposited and disbursed through a bank account established for this organization by the Student Government Association.

SECTION 4: Disbursement of funds

All requests for funding, whether through check or purchase order, must be approved by the Chief Financial Officer of SGA. All requests must include a receipt or invoice.

SECTION 5: Policies and procedures

The policies and procedures with regards to daily operation, fundraising activities, SGA allocated funding and spending, community service, projects, and other events will be voted on by the general membership.

ARTICLE VII: Rules of procedure

SECTION 1: Meetings

The Math Team / Club will meet bi-weekly unless decided otherwise by the Club President.

SECTION 2: Attendance

Officers should attend all meetings unless excused. General membership should attend as many meetings as possible.

SECRION 3: Quorum

At least twenty percent of the active membership should attend each meeting.

SECTION 4: Minutes

The Club's Secretary will be responsible for taking all minutes. In the case of the Secretary's absence, another member will be designated to record the minutes.

ARTICLE IX: Amendments

The Club's constitution will be reviewed and revised annually and suggestions for amendments will be taken at that time. The Club's executive board and/or the general membership may propose amendments. Amendments are approved by a vote during a Club meeting and a majority vote is needed.

Signature of President

Date

Signature of Advisor 1

Date