Fostering a Culture of Empowerment and Success Constitution of Westfield State University

Article I

Name:

Section 1: This organization shall be known as the Fostering a Culture of Empowerment and Success Club of Westfield State University, hereby referred to as­­­­ F.A.C.E.S.

Article II

Purpose:

Section 1: The primary purpose of F.A.C.E.S is to help empower current and former foster youth at WSU, as well as other disconnected youth who may be homelessness, or orphaned. F.A.C.E.S wants to help these students by breaking through barriers that are preventing their academic success at WSU. Additionally, F.A.C.E.S wants to reach out to foster youth currently in high schools to help encourage them to attend college and help them make the transition to WSU if they so choose. Through collaborative efforts with students, faculty, staff, and the larger community, this club will develop supports on campus that will encourage, strengthen skills, and provide the necessary support systems to enable disconnected students to succeed in their academic and personal goals.

Article III

Membership:

Section 1: Membership shall be open to all full-time and part-time undergraduate students of Westfield State University who have paid their student activities fee for the current academic semester.

Section 2: Members are considered to be active if they attend and participate in fifty percent (50%) of club meetings and activities.

Article IV

Officers:

Section 1: The officers of the club will include, a President, Vice President, Secretary, Treasurer and Publicity Director.

Section 2:

1. The President of F.A.C.E.S, will call and preside over meetings. It will be the duty of the President to develop the meeting’s agenda and ensure that meetings will be conducted in an orderly manner while encouraging active participation of all club members. The club will utilize Robert’s Rules of Order to maintain orderly manner. The President will administer the club’s program and represent the club in an official capacity at campus and community functions.
2. The Vice President of F.A.C.E.S assists the President in all activities and will assume the duties of the President in his/her absence.
3. The Secretary will take minutes at each meeting and maintain club records including, attendance, updated member lists, and club correspondence. The Secretary will also serve as a Historian and will archive all correspondence, advertisements, photographs, and meeting minutes.
4. The Treasurer will manage all of the club’s finances in accordance with SGA rule and regulations. The Treasurer will coordinate club fundraisers and maintain current budget information. The Treasurer will provide reports about the budget during official club meetings.
5. The Publicity Director is in charge of advertising F.A.C.E.S on campus and maintaining all social media outlets (e.g., Twitter, Facebook, Instagram, and etcetera). In addition, the Publicity Director will create flyers and brochures to inform the Westfield State University community about the club’s mission, vision and goals, and to advertise the club’s activities.

Section 3: Any active club member is eligible to hold office.

Section 4: The term of office will begin on May 1st of that year and end April 30th of the following year, make each office a one-year term, unless reelected.

Article V

Advisors:

Section 1: Advisors are open to any faculty, staff or librarian.

Section 2: The advisor(s) shall advise the club, when consulted, in planning

the activities of the club.

Section 3: The advisor(s) shall be appointed by a majority of the club

members.

Article VI

Elections:

Section 1: Nominations will be accepted at a regular meeting one-week prior to the election. Any active club member can nominate others or themselves for office. The officers shall be elected at a regular club meeting prior to May 1st of every year by a majority vote. Notification of this election shall be given a least one meeting in advance.

Section 2: Votes will be cast by all active members by a secret ballot. The club Advisor will tally the votes for all officer positions.

Section 3: No election may be held if there is not a quorum of fifty percent (50%) of the club members plus one (1) present at the meeting.

Section 4: If a vote should end in a tie, the current President at the time of the election will serve as the non-bias-tie breaker. If the President is part of the election, then a non-voting member (selected by the officers) will serve as the non-bias-tiebreaker.

Section 5: The term of office will begin on May 1st of that year and end April 30th of the following year, make each office a one-year term, unless reelected.

Article VII

Meetings:

Section 1:The club will meet no less than once (1) per month for an (1) hour. The number and frequency of meetings held each academic year will be determined by a consensus of the club officers. The goal is to allow for a flexible meeting schedule, which would attempt to accommodate the schedules of all members.

Section 2: Officers may hold separate meetings apart from regular meeting with or without the advisor. This section should include that officers may hold separate meetings with only the officers or meetings without the advisors.

Section 3: The President or Vice President may call a special meeting.

Section 4: Members are considered to be inactive when tardiness to meetings and participation at events reaches five (5) (without 24-hour notice).

Article IX

Amending Procedure:

Section 1: This constitution may be amended by a two-thirds (2/3)majority vote of the voting members of the club and if approved by the Rules and Regulations Committee of the Student Government Association.

Article VIII

Vacancies:

Section 1: If an office becomes vacant a special election will be held to fill that

position. Such elections will follow the procedure described in Article VI.

Section 2: If the advisor position becomes vacant a new advisor will be appointed by a majority vote of the club.

Article X

Removal from office:

Section 1: If an officer is deemed derelict in his/her duties by other officers or of

active club members a special meeting will be called. A recall vote will be conducted at this special meeting, and a two-thirds (2/3) majority of the votes cast will be required to remove the officer from his/her position. Following a successful vote to remove an officer from his/her position, nominations for the vacant office will be taken at that same meeting, with the election to be held at the following meeting. The election will, otherwise, follow normal election procedures.

Section 2: An officer who has been removed may petition for a review before the. Club.

Section 3: If an advisor is deemed derelict in his/her duties by other officers or of

active club members a special meeting will be called. A recall vote will be conducted at this special meeting, and a two-thirds (2/3) majority of the votes cast will be required to remove the officer from his/her position. Following a successful vote to remove an advisor from his/her position,

a replacement will be appointed by the Officers with majority approval of the active club members.