

# **ACCOUNTING CLUB**

## **Article I- Name of Organization**

This organization shall be known as the Westfield State College Accounting Club.

## **Article II- Purpose**

The purpose of this Club shall be:

- To provide information to interested students.
- To expose students to different aspects of the accounting profession.
- To enable students to interact with members of the accounting profession and local community, and
- To conduct programs which will carry out the above purposes.

## **Article III- Membership**

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

Section 2: Members are considered to be active if they attend and/or participate in 50% of the clubs meetings and activities.

## **Article IV- Officers**

Section 1: There shall be an executive board consisting of President, Vice-President, Treasurer, and Secretary.

Section 2: Duties of the above officers shall be as follows:

- a. The President shall preside at all meetings of the Club, assure all regular meetings of the Club take place, and oversee all activities of the Club.
- b. The Vice-President shall assume all the duties of the President in case of absence of the President, and be a direct aid to the president in carrying out his/her duties.
- c. The Treasurer shall be entrusted with the handling of the treasury of the Club in accordance with procedures established by the College.
- d. The Secretary shall keep a record of all activities and meetings of the Club including attendance of Club members, and shall be entrusted with all Club correspondence including notice of meetings to Club members

Section 3: Elections for officers will be held in April of each academic year.

Section 4: Any student who has been an active Club member for one semester may run for office.

Section 5: The term of each office will be for one year from May 1<sup>st</sup>-April 30<sup>th</sup>.

### **Article V – Advisor(s)**

Section 1: Active Club members may nominate faculty members to serve as advisor(s). The advisor(s) will be selected from nominees by a simple majority vote of the quorum (Article VI, Section 3). The election shall be by anonymous paper ballot with votes tallied by the President and Vice-President of the Club.

Section 2: The duties of the advisor(s) shall be: to counsel Club officers and members as needed; to be available for Club and officer meetings; to serve as a liaison between students and administration/faculty as needed; to tally votes during election of officers.

### **Article VI – Elections**

Section 1: Active Club members may nominate other active Club members to serve as officers of the Club providing the nominee has been an active Club member for at least one semester (Article IV, Section 4). Each nominee will give a brief synopsis of their qualifications and experience for the office to which they were nominated.

Section 2: Anonymous paper ballots will be used for the election process. Votes will be tallied by the advisor(s).

Section 3: No election may be held if there is not a quorum of 50 % of the Club members plus one present at the meeting.

Section 4: An individual will be elected to an office if they receive a simple majority vote of the quorum. If there are more than two individuals running for an office and a tie occurs, then there will be a runoff election between the tied individuals to break the tie. If a tie still occurs, then the names of the tied individuals will be placed into a “hat”. The officer will be selected “out of the hat” by the advisor.

If only two individuals are running for an office and a tie occurs, then the names of the tied individuals will be placed into a “hat”. The officer will be selected “out of the hat” by the advisor.

## **Article VII – Meetings**

Section 1: Meetings will be held bi-weekly during the academic year. The Club will meet no less than eight times during the academic year.

Section 2: Officer meetings will be held as warranted for Club business.

Section 3: Special meetings may be called by the President, advisor(s), or by active Club members with a petition signed by a simple majority of active Club members.

## **Article VIII – Vacancies**

Vacancies for any Club office or Club advisor occurring during the academic year will result in a special election. A special election will follow the protocol in Article VI for Club offices or Article V for Club advisor.

## **Article IX – Amendments to Constitution**

This Constitution may be amended by a two-thirds majority vote of the voting members in the Club and if approved by the Rules and Regulations Committee of the Student Government Association.

## **Article X – Removal from Office**

Section 1: If an officer is not performing his/her duties, then they can be removed by a two-thirds majority vote of the quorum.

Section 2: If an advisor is not performing his/her duties, then they can be removed by a two-thirds majority vote of the quorum.