Women Empowering Other Women  
(W.E.O.W.)

Article I  
Name

This organization shall be officially known as Women Empowering Other Women. It may also be referred to by the acronym W.E.O.W.

Article II  
Purpose

W.E.O.W. is a Westfield State College club designed to promote awareness of sexual assault and sexual violence with the intent to help reduce the risks of these offenses. W.E.O.W. goals are to help empower students to break the silence of sexual assault, be proactive in supporting our fellow peers, and to help educate others. The club will work with students, faculty, and staff of Westfield State who have personal interest in prevention and raising awareness for sexual assaults.

Article III  
Membership

Members of W.E.O.W are expected and required to keep personal and private information of all group members, faculty, staff, students, and any other guests strictly confidential. This group is about empowerment and we must respect each other and those who are brave enough to share with us.

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 and are interested in W.E.O.W. Membership is also open to faculty and staff personnel who are interested in the mission and purpose of the club.

Section 2:  
Members are considered to be active if they attend and/or participate in sixty percent of the clubs meetings and activities.
Article IV
Officers and their Duties

Section 1: The officers shall be:
A: President
B: Vice-President
C: Treasurer
D: Historian

Section 2: The duties of the officers shall be:
A: Duties of the President
- The President shall preside over the organizations meetings and is responsible for putting together an agenda for each meeting.
- The President shall be responsible for calling special meetings of the organization if he/she deems it necessary.
- The President shall be responsible for organizing and executing any events planned by the organization as a whole and shall work closely with the other officers, members, and advisor to ensure the efficiency of the organization.

B: Duties of the Vice President
- The Vice President of W.E.O.W shall assist the President. The Vice President shall also assume the duties of the President in their absences.
- In the event of a vacancy in the Presidency, the Vice President shall assume the office or appoint someone to fill the office.
- The Vice President will also act as a secretary; they shall be responsible for maintaining record of each meeting with notes, keeping all W.E.O.W. paperwork, and keeping records of member’s attendance for each meeting or event.

C: Duties of the Treasurer
- It is the responsibility of the Treasurer to keep record and balance of W.E.O.W. funds, and report the state of the budget.
- If there is any event where W.E.O.W. is selling or buying products it is the responsibility of the Treasurer to run or assign someone to run the register.

D: Duties of the Historian
- The Historian is responsible for preserving the history of the organization, and taking pictures of events that W.E.O.W. holds. Officers will hold office from the second and fifth meeting.
- Officers of W.E.O.W. will be elected at the beginning of the academic school year, between the second and fifth meeting. They will hold this position for a full academic school year.
- Any member of W.E.O.W. is able to hold position as officer.

Article V
Advisors

Section 1:
If the current advisor of W.E.O.W. is unable to stay with the group a new advisor will be selected by the current group members. The organization will hold a meeting to discuss choices for new advisors, a minimum of sixty percent of its current members must be an attendance. The nominee must be Westfield State fulltime administration faculty or staff. The member who nominates an advisor must be able to present the reason they are nominating the advisor and the benefits they will bring to the group. Members will vote on the choices of advisors, the advisor with the majority of votes will be approached by the President. The nominee must be aware of the purpose of the group, and the responsibility of the advisor to the group. If the fulltime faculty or staff nominee accepts the position they will become the new advisor to the group.

Section 2:
The responsibility of the advisor is to keep in contact with all group members, to be alert and active about issues that are vital to the group. The advisor is to be responsible for working closely with officers of W.E.O.W.

Article VI
Elections

Section 1:
Any member of W.E.O.W. or the advisor can nominate another member to be an officer. Members of W.E.O.W. are also able to nominate themselves. There will be a meeting between the second and fifth meeting of the school year to nominate and elect officers of the organization. Nominations will be taken anonymously on a ballot collected in a pool. The nominees will be read the group by the advisor.
Section 2:
Votes will be cast by group members at the same meeting as the nominees are announced. The advisor of the club will tally the ballots and announce the elected officials to the group.

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

Section 4:
In the occurrence of a tie, there will be a second election at the next meeting; the two (2) nominees will have a chance to plea to the members. At the second meeting there must be over fifty percent (50%) of members in attendance.

Article VII
Meetings

Section 1:
W.E.O.W. will meet no less than twice a month.

Section 2:
Officers of the organization or the Advisor may call special meetings with only the officers of the club if needed. If there are any important events in the upcoming weeks or months the Advisor or President may call for more than two (2) meetings per month depending on the circumstance.

Section 3:
Any member of W.E.O.W. may ask the Advisor or the President to call for a special meeting to discuss or plan an event or for any reason involving the organization.

Article VIII
Vacancies

In the event that an officer resigns or an advisor leaves the group, members will hold a nomination meeting the next time the organization meets, where they will discuss and nominate members for the open positions. The members must adhere to the procedures of Article VI regarding elections.
Article IX
Amending Procedure

This constitution may be amended by two thirds (2/3) 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 their duties to the organizations standards the members may petition to remove the officer. The members must approach the advisor and other officers and discuss the officer and the duties they are not performing. The officers and the advisor should have a meeting with the officer in question and discuss how to solve the problem. After the meeting if the officer in question is still not able to perform their duties the club should have a meeting to discuss their feelings on the way the officer has been performing for the organization, following this will be an anonymous vote using ballots, whether to remove the officer. There must be more than sixty percent (60%) attendance at the meeting of organization members.

Section 2:
For the removal of an advisor, the same scenario applies the club members will speak to organization officers about the advisor. The officers should have a meeting with the advisor and discuss how to solve the problem. After the meeting if the advisor is still not able to perform their duties the club should have a meeting to discuss their feelings on the way the advisor has been performing for the organization, following this will be an anonymous vote using ballots, whether to remove the advisor. There must be more than sixty percent (60%) attendance at the meeting of organization members.