Marketing Club Constitution of Westfield State University

Article I

Name:

Section 1: This organization shall be known as the Marketing Club of Westfield State University hereby known as the Marketing Club.

Article II

Purpose:

Section 1: The primary purpose of this organization shall be to advance and promote understanding of important marketing issues among members of the Marketing Club. Additionally, the Marketing Club shall help promote career awareness for students interested in marketing as a career. These goals shall be accomplished through a variety of on-campus and off-campus activities including, but not limited to, visiting companies, guest speakers, attending conferences, networking opportunities, marketing research, workshops, and resume building.

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 /or participate in two-thirds (2/3) of the clubs meetings and activities.

Article IV

Officers:

Section 1: There will be five officer positions for Marketing Club; the president, the vice-president, the vice-president of marketing and communication, the treasurer and the secretary.

Section 2:

1. The **President** will call to order and preside over all the club meetings. The president will take the lead on the coordination of all club activities and be responsible for ensuring that the club is following its mission. The president shall have the power to call emergency meetings of the executive board. The president shall also be responsible for informing the club faculty advisor of all events being discussed or voted upon.
2. The **Vice-President** shall preside over meetings in the absence of the president. The vice-president shall also take the lead, under the supervision of the president, on the coordination of all club activities.
3. The **Vice-President of Marketing and Communications** will be responsible for marketing and communicating to fellow students, faculty, and the public in regards to all club meetings, events, and activities. The vice-president of marketing and communications will oversee the creation and maintenance of any social media sites, newsletters, and collateral materials designed to promote the club.
4. The **Treasurer** shall be responsible for the budget of the Marketing Club and the keeping of bills, receipts, and vouchers. The treasurer will also provide the President and Faculty Advisor with a monthly club budget report.
5. The **Secretary** shall be responsible for the taking of minutes for the meeting and of the scheduled events that require recorded minutes. The secretary will keep track of attendance and club membership. The secretary shall provide a written summary of all meetings to the president and faculty advisor.

Section 3: Any active member in the Marketing Club is eligible to hold office.

Section 4: Officers shall be elected at the first meeting of the year by nominations from the floor. All remaining officers from the previous year, in conjunction with the advisor, will call and conduct the first meeting of the fall semester. Officers shall hold office for one (1) academic year. There is no limit to the number of years a person may hold a specific office.

Article V

Advisors:

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

Section 2: The Marketing Club shall select a Faculty/Staff Advisor from the staff at Westfield State University. The club will select and vote, there will need to be a majority two-thirds (2/3) vote to elect the faculty/staff advisor.

Section 3: The advisor(s) must be available for any guidance needed from the officers. The main duty of the advisor(s) is to be available for assistance and guidance if it is needed at any time.

Article VI

Elections:

Section 1: There shall be a discussion at the beginning of the first meeting where anyone can nominate themselves as well as nominating others, as long as they agree that they will be put onto the ballot. Those nominations will then be produced into a ballot by the advisor of the club for the following meeting. All remaining officers from the previous year, in conjunction with the advisor, will call and conduct the first meeting of the fall semester.

Section 2: In the second meeting of the year each member of the club will receive a ballot where they will cast their vote for who they would like to elect for office. A non-voting member will collect all of the ballots and tally up the votes.

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

Section 4: If there is a tie to be broken in the voting process then a non-voting member will tally up the votes will break the tie and pick who should win that position.

Article VII

Meetings:

Section 1: The club will meet no less than once (1) each month, more frequently if deemed necessary by the executive board. All meetings are open and will be subject to the clubs’ guidelines. Meeting places, dates, and times will be determined by the executive board.

Section 2: Officers may hold separate meetings with only the officers or meetings without the advisors.

Section 3: The president or vice-president may call special meetings, if they are needed.

Article VIII

Vacancies:

Section 1: If there is a vacancy due to an officer resigning then there will be a vote held with the club if we should replace them for the duration of the semester. There will need to be a majority two-thirds (2/3) vote to pass this.

Section 2: If there is a vacancy due to an advisor resigning then there will be a vote held with the club to see which advisor we should replace them with for the duration of the semester. There will need to be a majority two-thirds (2/3) vote to pass this.

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 X

Removal from office:

Section 1: If officer removal is needed if they are not performing their duties, there will be a discussion with the other members of the executive board to discuss the status of said officer needing removal. An executive board member will must make a motion to remove an officer from his/her position. There will be a vote, which has to be at least fifty percent (50) plus one (1) to remove an officer.

Section 2: If advisor removal is needed because they are not performing their duties, there will be a discussion within the executive board and they will discuss the status of the advisor who needs to be removed with the club. An executive board member will must make a motion to remove an officer from his/her position. The club will have to vote fifty percent (50) plus one (1) vote to remove advisor.

Approved: