

Rowan University Anime Club Constitution

Article I: Name

Rowan University Anime Club

Article II: Purpose

The purpose of the Rowan University Anime Club is to broaden the horizons of Rowan University Students by offering a variety of examples of Japanese culture through Japanese animation and other mediums. This club will also offer a comfortable environment for members to meet and learn more about such topics.

Article III: Membership

Section I: Eligibility

An individual is eligible to be a member of the Rowan University Anime Club as long as he or she is eligible to participate in a student organization as detailed in the policies of Rowan University.

Section II: Dues

This organization may not charge dues

Section III: Induction and Duration

Members must sign their name on the sign in sheet at the beginning of club at least two times in a span of five general meetings to be recognized as an active Rowan University Anime Club member. Membership for the club will only last that semester.

Section IV: Rights of Members

Members have the right to peacefully and safely engage in all club activities. Members must also respect and can not discriminate against other members in Rowan University Anime Club.

Section V: Non-Rowan University Student Participants

Non-Rowan University students may participate in club meetings, however they are not considered members and must be accompanied by a Rowan University Anime Club member who has a valid Rowan University ID.

Section VII: Revoking Membership

Membership in the Rowan University Anime Club may be revoked at any time by the executive board for just cause and after due process. Revocation of membership shall be determined at an Executive Board meeting, at which all Executive Board members must be present. Executive Board members must make an unanimous vote in order for the revocation to take place.

Article IV: Officers/ Executive Board

Section I: Officers

The Executive Board shall consist of a president, a vice president, a secretary, a treasurer, and a senator.

Section II: Officer Responsibilities

President: The President has the final vote on any decisions in the club that could pertain to the well-being of the club. The President must be in attendance for a general or Executive Board meeting to be considered valid. If a President must be absent from an event, stand-in permission can be given by the President to the Vice President.

Vice President: The Vice President is responsible for being ready to assume all responsibilities of the President in his or her absence. The Vice President can only stand as the President in an Executive Board meeting if and only if the President give consent to do so.

Secretary: The Secretary is responsible for taking accurate minutes and records of all meetings and correspondence not pertaining to the treasurer. The Secretary is also responsible for keeping accurate attendance records for the meeting. The Secretary must also inform club members of upcoming events, and has responsibility over the Quarterly Reports.

Treasurer: The Treasurer is responsible for the management of club funds. The treasurer is also responsible for taking care of all correspondence that relates to the club funds.

Senator: The Senator is responsible for attending all of the SGA meetings and returning all information pertaining to the club.

Section III: Term of Office

The length of terms for all positions is one academic year (from the start of the Fall Semester until the end of the Spring Semester).

Article V: Nominations and Elections

Section I: Eligibility

President: One must have attended at least one half of the general weekly meetings of any given semester during the current academic year to be eligible to run for President.

Vice President: One must have attended at least one half of the general weekly meetings of any given semester during the current academic year to be eligible to run for Vice President.

Secretary: Any active member is eligible to run for Secretary.

Treasurer: Any active member is eligible to run for Treasurer.

Senator: Any active member is eligible to run for Senator.

Section II: Nominations

Nomination will be done at a general Rowan University Anime Club meeting. Nominations will be done vocally and must be seconded by another member. Executive Board members can nominate other members, but cannot second any motion of nomination. Those who have been nominated have the right to refuse the nomination. Members who have been nominated will have one week to turn down the nomination, so that the Executive Board can make any adjustments to the ballots or reopen nominations to that position. Members may be nominated for a maximum of two positions per election.

Section III: Election Procedures

On the day of the election, members will be asked to participate in a secret ballot voting style in which they will anonymously write their selections of the nominees on a ballot provided to them. When voting is completed, the ballots will be collected and counted by an Executive Board Member. In the event of a tie, the nominees that are tied will be put

up for another vote and all members will be asked to vote on only those nominees who tied. The one who gets the majority of those votes will win that election.

Article VI: Vacancies

Section I: Resignations

Resignation from office should be done at least two weeks before the planned resignation date. A resignation should be done in person in front of the Executive Board.

Section II: Removal

If any Executive Board member breaks any guidelines or is no longer deemed fit to hold the position, they may be brought up on revocation by any member. When this occurs, the individual facing revocation may plead their case. The Executive Board must then be in a unanimous vote on the revocation, which will then be brought to the general membership where a $\frac{2}{3}$ vote is required to remove the officer from the Executive Board.

Section III: Filling Vacancies

Appointments will be made by the Executive Board when necessary.

Article VII: Finance

Section I: Oversight

The Treasurer is charged with the oversight of all organizational funds. All requests for funding for club needs must be approved by the Executive Board.

Section II: Source of Funding

Rowan University Anime Club uses money generated from approved fundraising activities and Student Government Association funding as sources of funding.

Section III: Maintenance of Funds

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

Section IV: Disbursement of Funds

All requests for funding must follow SGA guidelines. The Rowan University Anime Club Treasurer must oversee all transactions in the club before they are deemed final or are submitted.

Article VIII: Rules of Procedure

Section I: Meetings

General meetings will be held based upon the decisions made by the current Executive Board.

Section II: Attendance

Members must sign in during the meeting to count as attended.

Section III: Minutes

The Secretary must take minutes of the club proceedings and present the to the SGA when needed.

Article IX: Amendments

Any member who would like to make an amendment to this constitution is required to be sponsored by at least one other Executive Board member. The member must then propose this amendment to the general membership during a meeting. An open Executive Board meeting where members can voice their opinions will be held. After this meeting, the amendment will need a unanimous vote by the Executive Board to pass.