

Rehabilitation and Wellness Club Constitution

Eastern Connecticut State University

Mission Statement: The Rehabilitation and Wellness Club is a student-run organization made to help students with a potential interest in any career relating to rehabilitation and human wellness. Our goal is to further educate members on potential future career paths in the field through discussions, guest speakers, and hands-on activism. Overall, this club will educate its members on the Health Sciences field and the job opportunities that it entails.

ARTICLE I – NAME

This organization will be named Rehabilitation and Wellness Club of Eastern State Connecticut University.

ARTICLE II – PURPOSE

The purpose of this organization will be to showcase the different professions in the Health Sciences field, specifically relating to rehabilitation and human wellness.

ARTICLE III - MEMBERSHIP

Section 1 This organization will be open to all students currently registered at Eastern Connecticut State University.

Section 2 Anyone who attends two consecutive meetings will be considered a voting member of the Rehabilitation and Wellness Club. However, anyone who has two inexcusable absences from regular meetings during the same semester will lose their voting privileges.

Section 3 Any voting member unable to attend a meeting for an excusable reason may vote by an absentee ballot.

Section 4 Voting done before two meetings is held will be an exception to all decisions requiring a majority vote to be made.

Section 5 Membership shall not be denied to any student because of race, religion, gender, color, ancestry, national origin, age, sexual orientation, disability, or veteran status except as sanctioned by federal or state law.

ARTICLE IV - EXECUTIVE BOARD & OFFICERS

Section 1 The membership of the Executive Board shall consist of the President, Vice-President, Secretary, and Treasurer. The Faculty Advisor shall serve as a non-voting ex-officio member of the Executive Board.

Section 2 The Executive Board shall have general supervision of the affairs of the organization between its regular business meetings and shall make policy recommendations to the organization. The Executive Board shall be subject to the rules of the organization and shall not act in conflict with actions taken by the organization.

Section 3 The Executive Board shall have the power to establish all standing and ad hoc committees of the organization. The President, with the advice and consent of the Executive Board, shall have the power to appoint the chairpersons of all standing and ad hoc committees.

Section 4 The Executive Board shall meet weekly during the academic year. Meetings of the Executive Board shall be called by the President of the organization.

Section 5 A majority of the membership of the Executive Board shall constitute a quorum. All decisions made by the Executive Board shall be by a majority vote of the members present and voting.

ARTICLE V - ENUMERATION OF POWERS AND DUTIES OF OFFICERS

Officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by the organization. Duties shall include but shall not be limited to the following.

Section 1 The President shall:

The duties of the President shall be to coordinate and unify the work of the Planning Committee, prepare the meeting agenda, call and preside at general executive meetings, sign all official papers related to the club (including financial paperwork in the absence of the treasurer), appoint other committee chairmen.

Section 2 The Vice-President shall:

The duties of the Vice-President shall be assisting the president with responsibilities as needed, help coordinate all social functions of the organization, and to assume all duties of the President (Section IVA) at all meetings which the President cannot attend. Upon vacancy of the Presidency which has been caused

by either voluntary or forced resignation of the President, the Vice- President will assume all the responsibilities of the President and will call for an election of a new Vice President.

Section 3 Treasurer shall:

The duties of the Treasurer shall be to disburse funds as directed by the majority vote or in payment of bills approved by the club or Planning Committee, request financial aid from the Student Senate, complete, sign, and submit all financial paperwork; be responsible for the organization complying with the policies and procedures set forth by the Student Activities office, and to keep an accurate record of all transactions. These receipts and records must be made available for inspection upon request by any club member.

Section 4 The Secretary shall:

The duties of the Secretary will be to give notice of planning committee meetings and to keep a proper record of all activities of the club, including the minutes of every meeting, take attendance at all meetings of the organization, maintain up to date membership record, carry out all correspondence so directed by the President, distribute minutes within 48 hours of the meeting in accordance with the procedure set by the Student Activities Office and maintain a file of all letters for inspection upon request.

ARTICLE VI - ADVISOR(S)

Section 1 The advisor shall be chosen by the membership at a duly constituted meeting of the organization by majority vote.

Section 2 The faculty advisor shall serve as a non-voting ex-officio member of the Executive Board.

Section 3 The advisors shall give advice for the better performance of the organization.

Section 4 The advisor shall meet his/her responsibilities to the organization as stated in written directives issued by the Student Activities Office and in the Club Advisor's Operating Manual located on the Student Activities Website.

Section 5 The advisor shall serve at the discretion of the University.

ARTICLE VII - NOMINATION AND ELECTION OF OFFICERS

Section 1 Elections shall be held for all offices, including those that are filled temporarily.

Section 2 Officers shall be elected for a term of one (1) year or until their successors are elected. They shall hold office until the end of the Spring semester when their successors shall assume office.

Section 3 Elections shall be held during the spring semester. Elections shall take place no earlier than March 1st and no later than April 1st of each year.

Section 4 Only active members shall be allowed to vote. Voting shall be by secret ballot unless there is only one candidate for an office in which case election may be by voice vote.

Section 5 Officers shall be elected by a majority of those members voting in the election. If no candidate receives a majority vote on the first ballot, a revote will occur with the President casting a vote.

Section 6 Notification of elections and nominations must be given a week's notice prior to voting.

Section 7 Newly elected officers shall partake in an apprenticeship under the current officers from the time the elections conclude to the end of the semester as a form of transitional training.

ARTICLE VIII - VACANCIES

Section 1 In the event of the vacancy of the office of President, the duties will be carried out by the Vice-President. The office of Vice-President will be offered to the Secretary and/or Treasurer. If neither officer wishes to fill the Vice Presidency and election for the position will be held. If an existing officer does accept the Vice Presidency an election will be held for the vacant position.

Section 2 In the event of the vacancy of any other offices, the President will appoint a temporary officer and an election will be held as per the provision of Article VI Section 1.

ARTICLE IX - IMPEACHMENT AND/OR RECALL

Section 1 Any officer is subject to impeachment and /or recall and removal from the office for failing to fulfill his/her constitutional responsibilities.

Section 2 An impeachment request must be given at least a week in advance of the actual impeachment voting. Both the request and the voting must take place during regular meetings.

Section 3 Upon conclusion of the discussion and arguments for and against impeaching the officer, a vote shall be taken. No officer shall be impeached except by a two-thirds (2/3) vote. Voting shall be by secret ballot.

Section 4 An officer who is impeached shall immediately relinquish his/her office but shall be allowed to maintain active membership in the organization unless his/her actions have brought discredit to the organization.

Section 5 If an officer is impeached, the organization shall fill the position following the procedures outlined under Vacancies.

Article X - Meetings

Section 1 Meetings shall be called for no less than twice a month at which time appropriations of funds shall be made by 2/3 majority of votes of active voting members present at a general meeting.

Section 2 Meetings shall be open to all members of the student body.

Section 3 Emergency meetings may also be called by the President whenever deemed necessary. These meetings must have at least a 48-hour notice to take place.

Section 4 Minutes must be kept at both regular membership and Executive Board meetings and be posted within 48 hours of meeting.

Section 5 Quorum... a quorum shall be defined as 50% + 1 member of the club's total voting membership. A quorum must be present for any action to take place by membership.

Section 6 A quorum shall be required to conduct any official business of the organization except to adjourn.

Section 7 If voting results in a tie a re-vote will take place with the President casting a vote.

Article XI – Committees

Section 1 If decided by the executive board, there shall be a Planning Committee consisting of all officers, committee chairperson, and faculty advisor.

Section 2 If decided by the executive board, there may also be other committees formed for other specific purposes and each committee chairman shall recruit workers, organize, and supervise their work according to the purpose of the committee.

Article XII - Amendments

Section 1 Amendments to this constitution must be approved by a 2/3 majority of the voting membership present.

Section 2 Proposed amendments to the constitution shall be automatically tabled until the next scheduled meeting of the organization.

Section 3 Prior written notice of the proposed change(s) and the date of the meeting at which the proposed change(s) shall be voted on shall be provided to all members of the organization.

Section 4 The constitution may be amended at a duly constituted meeting of the organization by a two-thirds (2/3) vote provided that prior notice has been given.

Article XIII - Parliamentary Authority

Section 1 Robert's Rule of Order, Newly Revised shall act as the Parliamentary authority for all meetings of the club.

Article XIV - Ratification

Section 1 This constitution must be ratified by a 2/3 majority vote at a regular meeting and approved by the Student Government Association Budget and Management Committee.

Section 2 A record of this ratification should be kept in a set of minutes that a temporary secretary kept for the organizational meeting(s)