

Associated Students of Citrus College Inter-Club Council

Please type information where applicable, sign and turn in to Office of Student Life and Leadership Development

Constitution and By-laws of the:

Article I

Name and Purpose

Section 1. This organization shall be known as _____

Section 2. Its primary objective shall be _____

Article II

Membership

Section 1. Membership is open to any person who is enrolled in course work at Citrus College.

Section 2. Members shall comply with the requirements of the constitution and by-laws of the club and with the regulations of Citrus College.

Article III

Officers of the Club

Section 1. The officers of the club shall consist of the President, Vice President, Secretary, Treasurer, and Inter-Club Council Representative.

Section 2. These officers shall be elected by a simple majority of the membership present at the election meeting each semester.

Section 3. In addition to the regular officers, a member of the Citrus College faculty shall sponsor the club's activities and shall be the club advisor.

Article IV

Duties of Officers

Section 1. President shall:

- A. Preside over and chair all club meetings.
- B. Appoint members to positions and committees as needed.
- C. Carry out provisions of the club's constitution and by-laws.

Section 2. Vice President shall:

- A. Preside over and chair all club meetings in the absence or inability of the President.
- B. Serve as a parliamentarian of the club.
- C. Report to club any information derived from committees.

Section 3. Secretary shall:

- A. Keep accurate and current records of all club meetings and membership attendance.
- B. Supply copies of minutes to Office of Student Life and Leadership Development upon request.

Section 4. Treasurer shall:

- A. Maintain accurate and up-to-date financial records.
- B. Report regularly on club's financial status.
- C. Operate all club financial transactions, i.e. disbursements and receipts, in conjunction with financial codes of the Student Business Office.

Section 5. Inter-Club Council Representative shall:

- A. Attend all weekly ICC meetings.
- B. Report to ICC all club activities and report to club any action taken by the ICC board.
- C. Exercise voting privilege in ICC as a representative of the club majority.

Article V

Initiative, Referendum and Recall

Section 1. The membership shall have the right to initiative, referendum and recall.

Section 2. Initiative and referendum: A simple majority vote (choose one: of all members or members present) is necessary to approve proposed action.

Section 3. Recall: A 2/3 vote (choose one: of all members or members present) is necessary to approve proposed action. By definition, only elected officers may be recalled.

Article VI

Amendments

Section 1. A 2/3 majority of membership present at regular club meetings must approve any proposed amendments to the constitution and/or by-laws.

Section 2. All proposed amendments must be approved by 2/3 majority of ICC and the ASCC Executive Board

By-Laws

Set time of meeting, place of meeting, attendance rules, dues, special election rules and revisions may be established by a simple majority vote.

Constitution Adoption/Ratification Date: _____

Revision Approvals

Submitted by: _____ Date: _____

ICC Approval: _____ Date: _____

ASCC Approval: _____ Date: _____