

CONSTITUTION
of the
International Studies Club

ARTICLE I.
NAME

This organization shall be known as the International Studies Club.

ARTICLE II.
OBJECT

Section 1. Purpose

The purpose shall be to promote awareness and understanding of issues and values relevant to international studies.

Section 2. Objective

The major objectives shall be to (1) hold scholarly series every Fall semester at UCA on international issues by inviting scholars who teach at UCA and outside UCA, (2) organize an exhibition event every Spring semester at which international students will acquaint the UCA community with the cultural traditions of their respective countries.

ARTICLE III.
MEMBERS

Section 1. Eligibility

- A. Membership in the International Studies Club is open to all students enrolled at the University of Central Arkansas.
- B. Any officer having two unexcused absences a semester from any meeting or event may be removed from the position. A two-third (2/3) vote of the membership must be obtained to remove the individual.

ARTICLE IV.
FINANCES

Section 1. Accounting Year

The accounting year for the International Studies Club will be from July 1st to June 30th.

Section 2. Monetary Transactions

In order for a monetary transaction to take place (sign check, deposit, etc.) and be authorized, it must be approved by both the Faculty Advisor and Treasurer. All International Studies Club transactions shall have the signature of the Treasurer and Faculty Advisor.

Section 3. Contracts

In order for a contract to be binding, both the Faculty Advisor and President must sign the contract. All contracts must comply with UCA Board Policy # 416.

Section 4. Dissolution of Club and Allocation of Remaining Funds

Should the organization be dissolved for any reason, all monies will go to the UCA Alumni Scholarship Fund.

ARTICLE V.
OFFICERS

Section 1. Requirement of Officers

The officers of the International Studies Club must meet the following requirements: (1) have at least a 2.0 cumulative grade point average, (2) be an enrolled student in good standing with the University of Central Arkansas.

Section 2. Officers and Duties

A. President – Shall preside over regular and executive meetings, coordinate group activities, and communicate with the officers and advisors on all matters.

- B. Vice President – Shall assist president and preside over meetings in the absence of the president.
- C. Secretary – Shall record minutes at all business meetings, check attendance at functions, and receive and review excuses for absences.
- D. Treasurer – Shall pay bills, oversee other monetary transactions including fund raising and social activities, and prepare and maintain an annual budget.
- E. Membership Chairman – Shall coordinate recruitment and selection of new members during each fall semester.

Section 3. Election Process

- A. Elections shall be held at the first regular meeting during the month of August. A simple majority vote will elect. Newly elected officers shall assume responsibility at the meeting following elections.
- B. The term of office for officers shall be two semesters.

Section 4. Replacement of Officer Vacancies

In case of a vacancy in any office, a new officer shall be elected to complete the term. Such election shall be held during the meeting following the announcement of the vacancy. The office of President, however, shall be occupied by the Vice President for the remainder of the term.

Section 5. Removal of an Officer

Officers are subject to removal from office by the International Studies Club and /or the International Studies Club’s Faculty Advisor should the requirements in Article V, Section A be violated. A two-third (2/3) vote is required to remove an Officer.

ARTICLE VI.
MEETINGS

Section 1. Regular Meetings

The regular meeting of the International Studies Club shall be held once per month, time and place to be decided at the first meeting of the academic year.

Section 2. Called/Special Meetings

Special meetings may be called by the President or a majority of the officers. The purpose, time and place shall be stated in the call of the meeting and at least 36 hours written notice shall be given to all members.

Section 3. Quorum Defined

A quorum shall consist of a majority of the membership and must be present to conduct business.

ARTICLE VII.
COMMITTEES

Section 1. Standing Committees

- A. The International Studies Club has no standing committees.
- B. Chairmen and members of all standing committees shall be appointed by the President

Section 2. Special/Ad hoc Committees

Special committees shall be created as the International Studies Club deems them necessary to carry on the work of the organization. The chairmen and members of such committees shall be appointed by the president with majority approval of the club members.

ARTICLE VIII.
FACULTY ADVISOR

Section 1. Selection

- A. The Faculty Advisor must be a faculty/staff member.
- B. The Faculty Advisor shall be selected by a majority vote of the membership at the second regularly scheduled meeting in the fall and serve for two (2) semesters or one (1) year term.

C. The Faculty Advisor shall attend business meetings and to the best of his/her ability, see that the organization's purpose/activities are within University policy.

ARTICLE IX.
PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the International Studies Club.

ARTICLE X.
AMENDMENT

This constitution may be amended at any regular meeting of the International Studies Club by a two-third (2/3) vote of the entire membership, provided that amendment has been submitted in writing at the previous regular meeting.

Date

Signature of Advisor

Date

Signature of Student Organizer

OFFICE USE ONLY

Approved _____
Director of Greek Programs & Leadership Development

Date