



Name Club Constitution

Inter-Club Council, Mt. San Antonio College

PREAMBLE

A brief statement providing the aim, purpose and objective of the club.

ARTICLE I – Name

State the name of the organization. If the preamble is omitted a short statement of the purpose should be included about the organization.

ARTICLE II – Membership

Define the general requirements for membership, which must be open to all students who have paid the Student Activities fee. Membership in clubs is for Mt. SAC students.

Section I: In no instance will membership be based on a selection committee that has the power to vote new members into the club. Members must be enrolled in a class at Mt. SAC and have paid the current Student Activities fee.

Section II: Duties or responsibilities of general membership.

Section III: Dues or fees to be paid by members, if applicable.

ARTICLE III – Voting

Section I: Discuss who has the right to vote.

Section II: What establishes a quorum and what is necessary to conduct official business?

ARTICLE IV – Elections

Section I: List the titles of the officers of the organization and their term of office. Include a position for an Inter Club Council (ICC) Representative. The Representatives must be available to attend the I.C.C meetings.

Section II: Process by which officers are elected; who will elect the officers, and when are elections held.

<p>Section III: As per the ICC Constitution, club officers are required to; (a) maintain a 2.0 semester GPA, (b) a cumulative 2.5 GPA, (c) be enrolled in five credit units, and (d) pay the current Student Activities fee.</p> <p>No student may serve as an officer of any club for more than four (4) total semesters. Students may NOT serve as an officer of more than one club.</p> <p>List any additional eligibility requirements here.</p>			
<p align="center">ARTICLE V – Advisor Responsibilities</p> <p>Section I: Advisors are required to; (a) be at all club sponsored events, activities, and meetings, (b) oversee monetary transactions conducted by the club, and (c) sign all official documents on behalf of the club.</p> <p>Section II: List any additional responsibilities here.</p>			
<p align="center">ARTICLE VI - Officers</p> <p>Section I: Define duties of each officer. Give a detailed description of duties.</p> <p>Section II: Procedures for removing/impeaching an officer. Removing or impeachment must be voted by students not advisors</p> <p>Section III: Procedure for filling vacancies.</p>			
<p align="center">ARTICLE VII - Amendments</p> <p>Section I: Amendments to the club constitution must be approved by the Inter-Club Council prior to being enacted.</p> <p>Explain the process for how your club makes amendments to the club constitution here.</p>			
<p align="center">ARTICLE VIII</p> <p>Additional articles may be necessary to provide for the smooth functioning of your club. The constitution is the operating manual for your club. Consider any possibilities and make sure you have addressed them in this document.</p> <p>Section I: Type in any additional sections here.</p>			
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Office Approval:
ICC Approval:

