

## Constitution of Clarion University TechFloor

### *Article I: Charter*

This association shall be called Clarion University TechFloor (TF). Its purpose is to provide a space for students to come together and socialize through the shared experience of gaming and technology, and to promote the education and implementation of technology in all areas of society.

### *Article II: Membership*

- Membership shall be open to all full-time currently enrolled undergraduate students at Clarion University, without regard to race, nationality, religion, gender identity, sexual orientation, or ability. Members are required to request membership using CUConnect. Membership shall persist until the end of the current academic year or termination of full-time undergraduate status at Clarion University, whichever comes first.
- Membership of any member may be revoked by a unanimous vote of the officers. If the officers cannot come to a decision, then a vote between the officers and the chairs may be substituted. A membership can be put into question on the grounds that they have violated any portion of the Constitution or the Bylaws, including but not limited to inappropriate conduct and damaging of property.
- The behavior of a non-member guest who enters the TechFloor room will be subject to the TF Bylaws. Should this person be the guest of a TF member, their behavior will be the responsibility of that member.

### *Article III: Officers*

- Those who wish to run for a TF office position must have been active members for at least one consecutive term prior to running for office. Members may not hold more than one office at any given time. Officers must be full-time currently enrolled undergraduate students of Clarion University in good standing with the university, having a cumulative GPA equal or greater than 2.0.
- Should no one wish to run for a given office, it will be the responsibility of the president to nominate a student who will run for that position. This decision will be ratified by a majority vote.
- There will be yearly officer elections during the first meeting of May during the spring semester each year. This will be announced through an email to all members no less than three days before the vote will take place. All officer positions are to be voted on and an officer may run for a position they held the previous year. All positions are won by a simple majority. If three or more candidates are running and a simple majority is not reached, the candidate with the lowest number of votes shall be removed from the race and a vote shall

happen again until a simple majority is reached. These elections shall be run during the meeting using a secret ballot system.

- An officer is required to inform the president if there is an impending possibility that they will cease to be a student of Clarion University due to expulsion, graduation, moving away, etc., during the middle of their term. Should this occur, elections for the offices that may be vacated shall be held on a date to be determined by the president. This date will be announced through email no less than three days beforehand.
- Otherwise, new officers will take office at the beginning of each academic year.
- Any member may pose a vote of No Confidence against an officer. A vote of No Confidence requires a two-thirds majority to pass. An election to choose a replacement officer immediately follows the ousting of an officer.
- President: The President must maintain stability within the club and contact with the Faculty Advisor and the rest of the officer team. They are responsible for oversight of all non-financial paperwork required by Clarion for all events and general club activity, and will keep members informed of upcoming events.

Vice-President: The Vice-President shall assume the duties of the President in the event of the President's absence. The Vice-President shall assume those duties of the President that are so delegated by the President.

Treasurer: The Treasurer must keep detailed records of transactions, and inform the club members and TF advisor of changes in the financial situation.

Secretary: The Secretary must organize documents, take minutes during meetings, maintain club web presence, and assist the other officers with maintaining the club.

Community Service Chair: The Community Service Chair shall report directly to the Vice President, and is responsible for organizing events held by TF in service of the Clarion community.

Promotions Manager : The Advertisement Manager shall work with the Community Service Chair to promote TF-sponsored events to the Clarion University Community

Technology Manager: The Technology Manager shall work with the President. They will be in charge of the keeping and maintenance of TechFloor's electronic equipment, including, but not limited to, virus and spyware detection and deletion; the security of and cessation of mistreatment of computer and console hardware; etc.

#### *Article IV: Advisor*

- The TF Advisor must be a full time member of the Clarion University faculty or staff.

- The TF Advisor is not considered to be a member of the club for purposes of voting or holding office.

#### *Article V: Meetings and Voting*

- Meetings are to be held once a week during the weeks that classes are in session, on a day of the week determined at the end of the previous term.
- Meetings shall be open to all Clarion University students and shall be held in the TechFloor room in Nair Hall.
- Voting shall be conducted only during a meeting attended by at least seven members, with at least two of those members being an officer.
- Any member may propose a motion. Unless the motion includes an Amendment to this Constitution (see Article VI) the motion may immediately pass to a vote. A motion may be carried by a simple majority.

#### *Article VI: Amendments*

Any member may propose an Amendment to the Constitution. Amendments may not be voted on until the following meeting. Amendments to this Constitution must be passed with a simple majority vote.

#### *Article VII: Bylaws and Protocols*

- The governing documents of TF, in addition to this Constitution shall include the Bylaws and Protocols documents.
- The Bylaws contain rules and regulations to be followed by members at all times. Failure to abide by the regulations stated in this document shall have their membership revoked, in accordance with Article II, Section B.
- The protocols contain procedures and guidelines for the operations of meetings and events.
- Any member may propose an amendment to the Bylaws or Protocols documents. Amendments to the Bylaws and Protocols may be passed with a simple majority.
- An amendment to the Bylaws and Protocols may be vetoed by majority vote of elected officers.

#### *Article VIII: Dissolution*

TF may be dissolved by a two-thirds majority vote of the members, and the university is to be immediately notified.

### Bylaws and Protocols of Clarion University TechFloor

- There shall be no fighting within the organization. Personal arguments having no pertinence to the organization may not be brought into any TF meeting or event.
- The use of tobacco, alcohol, and/or illegal drugs will not be tolerated at meetings or events.
- Each member must dispose of his or her trash before leaving meetings or events.
- Actions made on behalf of the organization, with the exception of officers performing duties defined in the Constitution or the Student Organization Policies and Procedures guidelines, must be brought to the full attention of the club membership, and if the action is opposed must be approved by a simple majority.
- Members will conduct themselves in a way that reflects positively on the club. Members will treat others with respect. Action will be taken against hateful speech, defined by either party as offensive regarding one's race, ethnicity, culture, gender identity, sexuality or religion. In addition, members will respect facilities in use by the club, as well as facility staff and supervisors.
- The TechFloor room shall be opened whenever possible by an officer. Should the officer leave the room when no other officers are present, they are required to close and lock the room.