

# Leadership & Excellence Club of Clarion University

---

## Constitution and Bylaws

---

### **Article I – Name**

The name of this organization shall be the Leadership & Excellence Club of Clarion University.

### **Article II – Purpose**

The purpose of the organization shall be (1) to foster an understanding of, and interest in, ROTC by developing leadership skills and techniques; (2) to promote camaraderie within the ROTC Company; (3) to foster friendships between ROTC Cadets and other CUP Students.

### **Article III – Membership**

Section 1. Any student regularly enrolled in Clarion University shall be eligible to become a member of the Leadership & Excellence Club with voting and office holding privileges. The standards for qualification and the amount of dues to be paid shall be determined by the organization.

Section 2. Dues, having been decided on by the organization at \$0.00 per semester, shall be paid by members only.

Section 3. Statement of Non-Discrimination. The Leadership & Excellence Club student organization shall not discriminate on the basis of sex, race, religion, gender, or sexual orientation.

### **Article IV – Executive Officers**

The executive officers of the Leadership & Excellence Club shall be as follows: President, Vice-President, Secretary, and Treasurer. The aforementioned officers shall be elected from the active membership and constitute the Executive Committee.

Section 1. The Leadership & Excellence Club organization shall elect from the active membership a President, Vice-President, Secretary, and Treasurer. Elections shall be held annually in February.

Section 2. Eligibility requirements to hold an office are:

- 1) Shall be a full-time student duly enrolled in CUP in good standing.
- 2) Shall be sophomore standing or higher with at least two full semesters remaining at CUP.
- 3) Shall be an Active Member of the Leadership & Excellence Club.

4) Shall not serve as President of any other major campus organization, serve as a University Board Executive Committee member, Student Senator, Executive Officer, or Supreme Court Justice during the term of office.

## **Article V – Duties of Executive Officers**

Section 1. President – Shall preside at the Executive Committee and membership meetings; appoint special committees with the approval of the Executive Board; present and annual report; perform other such duties as may be required by the by-laws or resolutions of the Executive Committee.

Section 2. Vice-President – Shall preside in President’s absence and perform other such duties as may be required by the by-laws or resolutions of the Executive Committee. Plan and organize publicity for activities and special events

Section 3. Secretary – Shall attend to all general correspondence of the organization and keep minutes of all Executive Committee and membership meetings and preserve the records of the organization. Also perform other such duties as may be required by the by-laws or resolutions of the Executive Committee.

Section 4. Treasurer – Shall supervise the financial administration of all revenue periodically and report to the Executive Committee and membership on the financial condition of the organization, and perform other such duties as may be required by the by-laws or resolutions of the Executive Committee.

**Article VI – Standing Committees.** Not Used. There are no current standing committees.

## **Article VII – Advisors**

Section 1. – The Leadership and Excellence Club Faculty Advisors is the US Army assigned Professor of Military Science to the CUP ROTC program. His/her supporting faculty is the Senior Military Instructor. The ROTC cadre that hold the positions of PMS and SMI are the automatic Advisors in perpetuity.

Section 2. – The Role and Duties of Faculty/Staff Advisor(s) are:

- 1) Attend all LEC Meetings.
- 2) Provide link with CUP administration and LEC for resources and laws.
- 3) Provide link with ROTC operations, Cadet Command, and LEC for resources and laws.
- 4) Issue checks on approved LEC events/projects with 2 party signature.
- 5) Provide mentorship to officers to synchronize RSO purpose and activities

## **Article VIII – Meetings**

Section 1 – Regular Meetings. Regular Business meetings shall be held the first Tuesday of every month at 1700hrs, located at the Military Science Lab (321B Becht Hall).

Section 2. – Special Meetings. Special or emergency meetings may be called by the President. Quorum shall be 50% of the elected officers and one Advisor.

Section 3. – State the Rules of Order. All regular and special meetings of the Leadership and Excellence Club shall be conducted using parliamentary procedures as outlined by Robert's Rules of Order, Revised.

Section 4 – Quorum – consists of the next whole number above half of the total active membership. However, the number should be determined according to the organization's need's.

Section 5. – Attendance at Meetings. Members must attend one meeting per month to be Members in Good Standing and thus eligible to run as an Executive Officer. All enrolled cadets in the EIU ROTC program are automatically members of the LEC as General Members. There is no other attendance requirement to remain a General Member.

## **Article IX – Elections**

Section 1. – Number and Method of Elections. Election of the officers shall take place yearly during the fourth week of February. The Executive Committee shall call a Special Meeting for the elections; the outgoing President (ex-officio) and LEC Advisor shall facilitate the election. The outgoing President may also serve again if elected. The ex-officio President will continue to serve on the Executive Committee in a non-voting status through the end of the semester to provide guidance to the newly elected Executive Committee.

Section 2. – Eligibility Requirements. Any student member is eligible for nomination as an officer of the Executive Committee, who meets the University's eligibility for student office holding, which consists of a 2.0 average, and who fulfills the qualifications as established by the Executive Committee.

Section 3. – Executive Officer Change of Responsibility. The outgoing executive officers have one week from the election to conduct a change of responsibility with the incoming officers and to report the successful change with the Advisor. The Advisor must approve the successful change prior to the outgoing executive officer being relieved of duty.

**Article X – Dues.** Not Used. There are no dues to participate in LEC.

## **Article XI – Amendments**

Section 1. – Procedure for Amendment. Amendments to this constitution may be proposed to the active membership in writing by a majority vote of the Executive Committee or by a petition signed by 25% of the voting membership.

Section 2. – Ratification. Amendments shall be declared adopted which are presented at two regular meetings and receive a either a 3/4 favorable vote at both meetings by the active members present.

## **Article XII - ByLaws**

By-laws, not consistent with this constitution, may be adopted or amended by 3/4 vote of the regular members presented at any regular or special meetings, providing the by-laws are submitted in writing at least one week previously at either a regular or special meeting of the general membership.

### **By-Law I. Removal of an Executive Officer.**

Section 1. Any member of the Executive Committee may bring charges of impeachment to the Executive Committee. These charges must be in writing and carry the signatures of 10 members.

Section 2. One week after the charges have been filed, there will be a hearing consisting of all officers, one Advisor, and presided over by the senior officer not under impeachment. At the hearing, the charges will be read and presented by the parties who filed the charges. All present members will constitute the hearing committee.

Section 3. A  $\frac{3}{4}$  vote is necessary to impeach any officer.

Section 4. If the President is removed, the Vice President will assume leadership of the LEC until a new President is selected no later than the next regular meeting IAW Article VIII, Section 1 and elected IAW Article XI.