

LOVE YOUR MELON CLARION UNIVERSITY CAMPUS CREW CONSTITUTION



ARTICLE I. NAME

The name of this club shall be "Love Your Melon Clarion University Campus Crew".

ARTICLE II. PURPOSE

The purpose of Love Your Melon Clarion University Campus Crew shall be to help give a hat to every child battling cancer in America, fund childhood cancer research initiatives and provide immediate support for children and their families through the sales of Love Your Melon products. Love Your Melon Clarion University Campus Crew will work toward its goals by:

- A. Visiting households, Ronald McDonald Houses and hospitals in the Pittsburgh area in order to give hats to children undergoing cancer treatment and provide a therapeutic experience.
- B. Developing events to spread the mission of Love Your Melon on the Clarion University campus and in the community.
- C. Inspiring other college students to get involved and to make a difference on campus and in the community.

ARTICLE III. MEMBERSHIP

Section 1. Membership in Love your Melon shall be open to any interested undergraduate students at the Clarion University

Section 2. Official members will be limited to 20 people in accordance with flagship organizational policies.

Section 3. Members who visit the hospitals will be limited to hospital accommodations in accordance with flagship organizational policies.

Section 4. If deemed necessary, a person's membership may be reviewed by the club officers for repeated or serious violations of flagship organizational policies. Members may also be removed by a unanimous vote of the club officers.

ARTICLE IV. OFFICERS

Section 1. The Club Officers of Clarion University shall be the Crew Captain, Vice-Captain, PR Manager and Secretary. The creation of additional leadership positions must be approved by a two-thirds vote of the active membership and approved by the flagship executive leadership.

Section 2. The duties of the Crew Captain shall include:

- A. Manage Crew Member Responsibilities
- B. Organize Promotional Opportunities
- C. Plan and Oversee Donation Events and Adventures
- D. Attend LYM and Partner Conferences
- E. Receive Shipments
- F. Distribute Gear and Challenge Prizes to Members

Section 3. The duties of the Vice-Captain shall include:

- A. Develop Sales Strategies
- B. Stand In Upon the Captain's Absence
- C. Assist on the Captain's Responsibilities
- D. Manage Inventory of Promotional Materials

Section 4. The duties of the PR Manager shall include:

- A. Create Promotional and Marketing Content
- B. Activate and Post Content to Social Media Accounts
- C. Compile Photo/Video/Story Content for the Executive Team
- D. Coordinate with Media for Event Coverage
- E. Take Media Interviews

Section 5. The duties of the Secretary shall include:

- A. Organize Monthly Meetings
- B. Take Meeting Notes
- C. Provide Up to Date Crew Member Information
- D. Keep Event and Meeting Attendance Records

E. Upload Information for the Executive Team

ARTICLE V. OFFICER ELECTION/IMPEACHMENT

Every year revote for leadership positions.

Section 1. All Club Officers shall be elected before graduation and will serve until two weeks before graduation the following year unless impeached or choose not to participate the following year. The time between the two weeks before graduation and graduation shall serve as a voting period for new officers.

Section 2. Officer elections will consist of a vote within Crew Members. The individual who receives the most votes will be elected to each position.

- A. Positions will be filled if they become open. Crew Members submit their name for election and Crew Members will vote.

Section 3. In the event that an officer is judged to be deficient in his/her duties (as decided by a unanimous agreement of the three other club officers and advisor), he/she may be removed. The flagship executive leadership will oversee this process to ensure it is democratic and fair.

Section 4. The filling of an office vacated by impeachment shall be conducted by a special election held in the manner of elections as defined in Article V, Section 2.

- A. In the case of a vacancy for the Captain, the Vice Captain shall be appointed Captain, and a replacement for the Vice Captain shall be elected.

ARTICLE VI. ADVISOR

Section 1. The Club Officers shall unanimously agree upon and appoint an advisor no later than April 1 to serve a term from May 1 - April 30.

Section 2. The Advisor must be a full-time Clarion University faculty member or administrator.

Section 3. The Advisor's duties shall include:

- A. Meeting with the club officers on a regular basis.
- B. Attending club meetings and club activities when available.
- C. Keeping abreast of club issues and intentions.

Section 4. The Advisor shall be an ex-officio member of the club, and as such, shall not have voting rights.

Section 5. The Advisor shall have veto power over any decision made by the club which is in direct violation of University policy. This authority shall be used only in circumstances where the club officers knowingly intend to violate University policy.

Article VII. MEETINGS

Once every other week.

Section 1. The club shall meet at least twice per month. A listing of meeting dates shall be established by the Club Officers and shall be communicated to all Crew Members before each month.

Section 2. Only active student members may vote at meetings. Quorum to conduct business shall be 50% of active Members

Section 3. In the event that an emergency meeting of the club needs to be held, the Crew Captain of the club shall have the authority to call such meetings. All officers must agree in advance to the emergency meeting and at least 24 hours notice must be provided to all active members by sending out both a voicemail and e-mail. Communication of emergency meetings will be the responsibility of the Crew Captain.

ARTICLE VIII. DISBURSEMENT OF FUNDS

Section 1. The Love Your Melon Clarion University Campus Crew shall not receive nor use any funds allocated to them by the University.

Article IX. AMENDMENTS

Section 1. Amendments may be made to this constitution at any time by the flagship Executive Team.

Section 2. Upon a change to a constitutional amendment/revision, the Crew Captain shall submit the amendment/revision in writing to the Student Activities Office for review/approval.

Article XII. AFFILIATION WITH LOVE YOUR MELON

Section 1. Love Your Melon Clarion University Campus Crew is affiliated with Love Your Melon, a national organization that gives a hat to every child battling cancer in America, funds childhood cancer research initiatives and provides immediate support for children and their families.

Section 2. When in conflict, Clarion University policy shall supersede the policy of Love Your Melon.