

Constitution/Bylaws  
Phi Beta Lambda Chapter of Clarion University  
Date of Origin: 2018

ARTICLE 1. NAME

The name of this organization shall be the Phi Beta Lambda Chapter at Clarion University of Pennsylvania.

Commented [EH1]:

ARTICLE 2. Purpose

This organization was created to give the students of Clarion University the ability to participate in the nationally recognized organization, Phi Beta Lambda. This club will allow students to participate in various competitions, both related to and not related to their individual major. Joining the Clarion chapter of Phi Beta Lambda allows students the opportunity to gain insight on topics, network with professionals and other students, and attend conferences.

ARTICLE 3. Membership

Section 1.

- a. All students who are interested in joining the club will be allowed, provided they meet the following requirements. The student must be in good standing with the university. The student must have a GPA of at least a 2.0. Students will not be mandated to attend meetings because the objective of this club is to participate in the competition that is held by Phi Beta Lambda. Interested students may talk to any executive board member or the advisor. This club will be open to Clarion University students, online students, and BC3 students.
- b. Come prepared to learn and do independent study on the topic choice.
- c. Members should attend meetings, fundraisers, volunteer and competition opportunities that the club facilitates to be considered active members.
- d. All members, including but not limited to new members and recruits, reserve the right to refrain from participating in any activities without consequence, based upon personal/religious beliefs, personal values, or moral reserve as defined by the member.

Commented [EH2]:

Commented [EH3]:

- e. Discrimination including, but not limited to: gender, race, sexual orientation, age, disability, origin, creed, veteran status, and/or socioeconomic status is prohibited.

#### Section 2.

A membership fee will be needed from each member, for the state and national dues.

**Commented [EH4]:** Quantitative amount? If it is just the state and national dues than stick with that. Small is subjective

#### Section 3.

Members may quit the club at any point in time. Students may quit the club, but they cannot rejoin until the next school year. Dismissal of members requires a unanimous vote by the board members, if the member in question is on the board they are omitted from the vote. Reasons for dismissal, including but not limited to, violation of membership policies or becoming in bad standing with the university.

**Commented [EH5]:** Add possible reasons for dismissal ~violating membership.

### ARTICLE 4. DUTIES AND ELECTIONS OF THE OFFICERS

#### Section 1. Officers

1. President
  - a. Responsible for overseeing meetings, members, and other elected officers
  - b. Responsible for meeting with club advisor and discussing upcoming events
  - c. Has a casting vote to avoid voting conflicts and ties
2. Vice President
  - a. Responsible to take over presidential duties if the president is unable to attend
  - b. Responsible for recording the meeting however they see fit
3. Treasurer
  - a. Responsible for overseeing all funds and fundraising for the club
  - b. Responsible for making payments to PBL
4. CU Connect Contact
  - a. Responsible for public relations
5. Community Service Chair
  - a. Responsible for planning community service events

**Commented [EH6]:** Many clubs give the president a casting vote to avoid voting conflicts and ties.

#### Section 2. Election Process

All current members are eligible to vote. Elections will be run within the first month of the year if there is an opening for an office position. Elections will be held when an officer position is available. When the President position is for up for election the advisor will act as the President until one is voted upon. Elections will be conducted on ballot and posted as soon as they are counted. Candidates with the majority vote in their position will be elected.

Section 3.

A 51% majority voting will be used to assure fair elections.

**Commented [EH7]:** 51% majority or 2/3 or \_\_\_?

ARTICLE 5. ROLE OF CAMPUS ADVISOR

Section 1.

Advisor is pre-selected faculty member. A majority vote is needed to change advisors. Advisor's job is to help the club reach its goals and mediate any conflicts the club cannot internally solve.

Section 2.

The advisor has power to demand a new election if he/she deems is necessary. The advisor will be the main line of communication between the national organization and the Clarion chapter.

ARTICLE 6. MEETINGS

Section 1.

Meetings will be held monthly or as needed.

**Commented [EH8]:** As needed

Section 2.

Meetings must have a quorum of 40% of members present to conduct business.

**Commented [EH9]:** A quorum of 40%

Section 3.

Meetings at which elections take place must have 100% of active members present or voting by proxy.

**Commented [EH10]:** Careful with this, at least change to active members.

Section 4.

Meetings will be announced at least a week prior via email and will begin by officers taking attendance. Meetings will also go over expectations, upcoming events, fundraising, and community service.

Section 5.

Special meetings are called to order by either the President or the Advisor. Notice of at least two days for special meeting is required. Members will be notified of changes via email and/or text message.

ARTICLE 7. FINANCES AND FUNDING

Section 1.

Small membership dues are required, but there is also a cost to attend the competition that the member is responsible for.

Section 2.

Funding can be requested from Student Senate via Supplemental Requests to the Student Senate.

Section 3.

If funding is necessary for an event, and funding is not available, fundraising will occur. The ability to fundraise must be requested. If a member does not participate in fundraising, they are not permitted to attend the event that is being fundraised for.

ARTICLE 8. AMENDING, SUSPENDING, AND ACCEPTING

This article will discuss how the Bylaws can be changed. It will define what vote of the organization's membership is needed in order to change the Bylaws. This article should also define all conditions under which the Bylaws can be changed.

All changes to the Bylaws must be approved by the Student Senate, the Vice President of Student Affairs, and the President of Clarion University. This must also be stated in the Bylaws.

ARTICLE 9. RATIFICATION.

These Bylaws, and its amendments, shall become effective upon ratification by the members of Phi Beta Lambda and following the approval of the Student Senate of Clarion University of Pennsylvania, the vice president for student & university affairs, and the president of Clarion University.

These Mock Bylaws was formed from the various guidelines to constructing an organization's Bylaws and statements were taken from outstanding organizational Bylaws currently recognized by the Student Senate.

Student Organization must function in compliance with their approved Bylaws. Any adopted changes to the Bylaws by a student organization must have the written approval of the Student Senate, the Vice President of Student Affairs, and the President of Clarion University before they may be implemented