

Study Abroad Club BYLAWS

ARTICLE I.

The name of this organization shall be the Study Abroad Club of Clarion University.

ARTICLE II.

The Study Abroad Club was formed for students interested in studying abroad or who have already studied abroad.

This club is beneficial to students, I that, it helps students receive resources, as they are needed. The resources range from learning about other cultures to where and how to study abroad. It provides an outlet for returning study abroad students to share their experiences. The club raises an awareness of the importance of studying abroad or of an internship. Most importantly, members will gain friendships.

Students will want to join because the Study Abroad Club makes the process of studying abroad easier and more feasible. The club provides networks with students who have gone abroad to share with future prospective students.

ARTICLE III.

Section 1. To join the Study Abroad Club, the student must be attending Clarion University of Pennsylvania. The club welcomes all majors, class standings, and GPAs. The club would like to note that study abroad programs require a minimum GPA of about 2.5 or higher. It is not necessary to have a recommendation to enter the club.

The club does require that students attend at least half of the club meetings held each semester to be an active member. The advisor or president of the club will talk about membership to interested students.

Section 2. The club asks for no membership fees.

Section 3. Students who do not attend the required amount of meetings will be considered inactive and will be dismissed from the club.

ARTICLE IV.

Section 1.

President. The role of the President is to represent the club at different university meetings and events. He/she is to prepare and lead the agenda for meetings, delegate responsibilities to other officers, and check the mailbox at a regular basis.

Vice President. The Vice President will help advise the President in his/her planning and decisions. He/she is responsible for publicizing events through the communications committee, in which he/she will report and update the president of current activities within the committee.

Treasurer. The Treasurer will monitor club funds and budgets. Once a month, he/she will give a financial update to the club members. He/she is responsible for fundraising committee, in which he/she will report and update the president of current activities within the committee.

Secretary. The Secretary will take the minutes during the meetings and send the minutes to each member. He/she will take and monitor attendance at meetings.

Community Service Chair. The Community Service Chair will keep the club involved in community service activities. He/she is responsible for the community service

committee, in which he/she will report and update the President of current activities within the committee.

Section 2. Elections will be held the second of the last meeting every spring semester. The President will run the election process of closed paper ballots. Members who are in attendance of the meeting will vote. The candidates running for an office are required to state their qualifications for the desired position. If the President resigns during academic year, there will be a reelection for the Presidency. If an officer would like to keep their office, he/she must be re-elected into his/her office.

Section 3. An office will be assigned to the candidate with the majority vote. Of the officers and members present who are returning the following semester, a vote greater than fifty-percent will be considered the majority.

ARTICLE V.

Section 1. The advisor is selected by members of the club based upon his/her familiarity of studying abroad. The club is open to have co-advisors.

Section 2. The advisor will guide, answer questions, provide resources, and incite to the officers and members of the organization. He/she will have a strong input on decisions, but the ultimate decisions is by the Study Abroad Club members.

ARTICLE VI.

Section 1. Meetings will be held every other week. There will be about ten meetings a semester.

Section 2. In order for club decisions to be made, the President, two other officers, and three members must be in attendance.

Section 3. Of the officers and members present, a vote greater than fifty-percent will be considered the majority.

Section 4. When conducting a meeting, the club will follow Robert's Rules of Order.

Section 5. A special meeting is an unscheduled meeting. The president will notice the club members with a 48 hour notice prior to the special meeting through e-mail. There will not be a vote on special meetings.

ARTICLE VII.

Section 1. There are no dues that need to be contributed to the Study Abroad Club.

Section 2. The Study Abroad Club will request funds from the Student Senate.

Section 3. The Study Abroad Club will be supplemented by fundraising activities.

ARTICLE VIII.

Members will be informed of current Bylaws and any changes. Members will be given time to process the changes and submit other changes or appeals. Bylaws will be changed by majority of members present. All changes to the Bylaws must be approved by Student Senate, the Vice President or Student Affairs, and the President of Clarion University.

ARTICLE IX.

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