

**Constitution
of the
Computer Club at Western Michigan University**

Table of Contents

REVISION HISTORY.....	1
PREAMBLE.....	2
ARTICLE I: NAME AND PURPOSE.....	3
SECTION 1: Name.....	3
SECTION 2: Purpose.....	3
SECTION 3: Goals.....	3
ARTICLE II: MEMBERSHIP.....	4
Nondiscriminatory Clause.....	4
SECTION 1: Requirements for Membership.....	4
Student Members	4
Non-Student Members	4
Honorary Members	4
SECTION 2: New Memberships.....	4
SECTION 3: Termination of Membership.....	4
SECTION 4: Good Standing.....	5
ARTICLE III: OFFICERS.....	6
SECTION 1: Officer Descriptions and Duties.....	6
The President:.....	6
The Executive Vice-President:.....	6
The Treasurer:.....	6
The Secretary:.....	6
The Vice-President of finance:.....	6
SECTION 2: Election Procedure.....	6
SECTION 3: Provision for fulfilling unexpired terms of office.....	6
SECTION 4: Recall Procedure.....	7
ARTICLE IV: FUNDING.....	8
ARTICLE V: STATEMENT OF COMPLIANCE.....	9
ARTICLE VI: AMENDMENTS AND PROCEDURES.....	10
ARTICLE VII: PUBLIC MEETINGS.....	11
ARTICLE VIII: STANDING COMMITTEES.....	12
ARTICLE IX: ADVISORS.....	13
ARTICLE X: APPOINTED POSITIONS.....	14
Systems manager.....	14
Web master.....	14
ARTICLE XI: DEFINITION OF EXECUTIVE BOARD.....	15
ARTICLE XII: OFFICER'S ATTENDANCE POLICY.....	16
ARTICLE XIII: COMPENSATION.....	17

REVISION HISTORY

First Draft-Constitution outline 7/7/77
Second Draft-Constitution outline 4/28/83
Editing done on 9/1/83 9/5/83 9/30/83
Editing done on 10/08/83 10/16/83 10/17/83
Editing done on 12/10/86
groff "man" formatting done on 8/1/94
Third Edition Constitution rewrite 8/??/94
Constitutional amendment proposal 1/30/97
Updates to conform to SA&LP guidelines 2/7/08

PREAMBLE

This Computer Club was formed in the year nineteen hundred and seventy-six by James Sleep and Jay Martin on the campus of Western Michigan University. It has no bounds on computer competency for membership therein. The club is formed solely for the betterment of all persons interested in computers and technology.

ARTICLE I: NAME AND PURPOSE

SECTION 1: Name

The official name of this organization is "The Computer Club at Western Michigan University". Hereunto it may be referred to as the "Club" or "CCWMU".

SECTION 2: Purpose

The purpose of the Club is to promote a better understanding of computers, the development and sharing of ideas among the members and the development of hardware and software for the Club and affiliated institutions.

SECTION 3: Goals

To improve the state of the art of computing and provide a friendly, helpful, and social atmosphere for those interested in computer hardware, software and other technology.

ARTICLE II: MEMBERSHIP

Nondiscriminatory Clause

It is the policy and commitment of the Computer Club not to discriminate on the basis of race, sex, age, color, national origin, height, weight, marital status, sexual orientation, religion, handicap, or veteran status in its programs and activities.

SECTION 1: Requirements for Membership

Student Members

Student Members must be currently enrolled students at WMU who have agreed to the ethics policy of the Club and have paid annual Club dues. Student members are entitled to all club privileges.

Non-Student Members

Anyone can become a non-student member by agreeing to the ethics policy of the Club and by paying annual Club dues. Non-student members are entitled to all privileges except those prohibited by University policy.

Honorary Members

Honorary Members are those individuals recognized by the Club as such. Honorary members shall be entitled to all privileges except Voting and those privileges prohibited by University policy.

SECTION 2: New Memberships

Membership is granted upon receipt of completed membership form and annual dues.

SECTION 3: Termination of Membership

Members who have not fulfilled their annual membership requirements as of the First meeting of October or have been found to be in violation of the ethics policy by the Executive Board will no longer be members and will lose all privileges previously granted.

Termination may be appealed to the Office of Student Activities.

SECTION 4: Good Standing

A member in good standing is one who has fulfilled the annual membership requirements and has upheld the clubs and the computer ethics policy

ARTICLE III: OFFICERS

SECTION 1: Officer Descriptions and Duties

The President:

Be responsible for the Computer Club
Oversee the other officers and committees
Preside at all meetings of this Club and its executive board.

The Executive Vice-President:

Assume all the duties of the President in the absence of the President
Assume those duties of the President that are delegated by the President

The Treasurer:

Deposit and disperse Club funds
Maintain the financial records of the Club
Prepare weekly and annual financial reports

The Secretary:

Keep minutes of all Club and Executive Board meetings
Prepare Club correspondence
Maintain a file of Club Correspondence
Maintain official membership records

The Vice-President of finance:

Assist with the duties of the treasurer
Develop funding proposals for submission to the Student Budget Allocation Committee and the Graduate Student Allocation Committee

SECTION 2: Election Procedure

The election of officers shall be held once a year at the end of winter semester. The officers shall be elected by a majority vote of the members present at the elections meeting and from absentee ballots that are collected on or before this meeting.

SECTION 3: Provision for fulfilling unexpired terms of office

In the event that an officer cannot fulfill his/her term of office the following methods will be used to complete his/her term.

Should the office be vacated during the summer session and the Executive Board determines that the position must be filled, the position will be filled through a transfer of an officer or by appointment of an acting officer by the Executive Board until an acceptance vote for this position can be taken in the fall semester.

Should the office be vacated during the fall or spring semester a general election for that position shall be held for that position as soon as possible.

SECTION 4: Recall Procedure

If any person or persons believes that an officer should be removed from their position for any reason these individuals shall obtain a petition to this effect containing the signatures of twenty-five percent (25%) of the Student Members in good standing and present said petition to the Executive Board. A vote of confidence shall then be held for the officer in question.

ARTICLE IV: FUNDING

Annual dues shall be assessed on every member of the Club on the anniversary date of their membership.

New members shall be assessed dues upon submission of their membership form. The anniversary date for new members shall be the date of submission of their membership form.

The Executive Board shall determine the amount the annual dues before the beginning at the beginning of the Fall semester.

Funds may be obtained for general operations and for special projects, from the Student Budget Allocation Committee (SBAC), the Graduate Student Advisory Committee (GSAC) or from any other source, not be detrimental to the Club, as the Club sees fit.

Should the Club ever be dissolved or become inactive, all non-university funds kept in off-campus accounts will be donated to the Electronic Frontier Foundation for use as they see fit.

ARTICLE V: STATEMENT OF COMPLIANCE

Per university policy, the Club includes this statement:

The organization will comply with all SA&LP and University policies, procedures, and practices and all local, state, and federal laws.

ARTICLE VI: AMENDMENTS AND PROCEDURES

Amendments to this Constitution shall be made in the following manner:

The proposed amendment shall be submitted to the Executive Board for approval.

The proposed amendment shall be read at a public meeting during the fall or spring semester.

The proposed amendment shall be announced at the regular weekly meeting and published on the club website. After a two (2) week comment period, a vote on the amendment shall be scheduled. The voting shall occur on the next regular meeting after the end of the comment period.

The proposed amendment shall require a two thirds ($\frac{2}{3}$) majority vote of the Members attending the announced meeting. At least one quarter ($\frac{1}{4}$) of the Members in good standing at the time the amendment is first tabled must be present at the announced meeting for voting on the amendment to occur. If the later requirement is not satisfied, the voting on the proposed amendment will be postponed two (2) weeks.

ARTICLE VII: PUBLIC MEETINGS

The Club shall hold regularly scheduled public meetings as determined by the Executive Board.

At these meetings the current operations and projects of the Club shall be discussed as well as any other appropriate topics.

ARTICLE VIII: STANDING COMMITTEES

The standing committees shall be Membership, LAN Party and Special Projects Committees.

The Membership Committee shall promote membership.

The LAN Party Committee shall organize the Club LAN parties

The Special Projects Committee shall design and develop special hardware and/or software projects for use by the Club and/or the University.

ARTICLE IX: ADVISORS

The Club will have an adviser selected from among faculty or staff who wish to advise the Club in any and all functions as a registered student organization of Western Michigan University.

ARTICLE X: APPOINTED POSITIONS

Systems manager

Assist the Executive Vice President in day-to-day computer operations.

Maintain software and hardware owned by the Club.

Monitor system security of Club systems.

Execute additional duties as delegated by the Executive Vice President.

Web master

Maintain the Club's web server.

Assist users in developing their own home pages.

This position answers to the Executive Vice President.

ARTICLE XI: DEFINITION OF EXECUTIVE BOARD

The executive board shall consist of the following officers:

President, Executive Vice President, Vice President of Finance, Secretary and Treasurer.

ARTICLE XII: OFFICER'S ATTENDANCE POLICY

No officer shall be absent for more than 4 consecutive meetings or more than 5 total meetings in a semester.

Except an officer may appoint a proxy who will attend the meeting and officiate in their absence.

Except that the officer is excused unanimously by the executive board

If any officer violates this policy, the penalty is termination of their officer status as if by vote of no confidence.

ARTICLE XIII: COMPENSATION

The club is authorized to compensate members and/or officers for project activity above and beyond normal day-to-day volunteer activities.

Compensation shall only be considered for those projects which make money from the club and the compensation shall not exceed 50% of the income from the project.

Compensation rates shall be decided by members of the executive board.