

CONSTITUTION & BYLAWS
Eastern Connecticut State University



BUSINESS CONNECTIONS

Mission Statement:

The Business Connections club is committed to provide its members with opportunities to foster professional relationships and promote networking opportunities with business professionals. Through regular meetings and events, we aim to create a community of like-minded individuals who can support each other in achieving personal and professional success.

Article I - NAME

The name of this club shall be Business Connections of Eastern Connecticut State University.

Article II - PURPOSE

It shall be the purpose of this organization to expose students to the professional business world, supporting students with their ideas, and formulate connections that will last outside of an academic environment.

Article III- MEMBERSHIP

Section 1 This organization will be open to all students currently registered at Eastern Connecticut State University.

Section 2 Anyone who attends two meetings, two events, or one meeting and one event will be considered an active member of the **Business Connections** Club.

Section 3 Any voting member that is unable to attend a meeting for an excusable reason may vote by an absentee ballot.

Section 4 Membership shall not be denied to any student because of race, religion, gender, color, ancestry, national origin, age, sexual orientation, disability, or veteran status except as sanctioned by federal or state.

Article IV- EXECUTIVE BOARD & OFFICERS

Section 1 The membership of the Executive Board shall consist of the President, Vice-President, Secretary, Treasurer, and Fundraiser. The Faculty Advisors shall serve as non-voting ex-officio members of the Executive Board. For the student board of directors, we will have multiple or as many as needed to keep the club coordinated.

Section 2 The Executive Board shall have general supervision of the affairs of the organization between its regular business meetings and shall make policy recommendations to the organization. The Executive Board shall be subject to the rules of the organization and shall not act in conflict with actions taken by the organization.

Section 3 The Executive Board shall have the power to establish all standing and ad hoc committees of the organization. The President, with the advice and consent of the Executive Board, shall have the power to appoint the chairpersons of all standing and ad hoc committees.

Section 4 The Executive Board shall meet bi-weekly during the academic year. Meetings of the Executive Board shall be called by the President of the organization.

Section 5 Much of the membership of the Executive Board shall constitute a quorum. All decisions made by the Executive Board shall be by a majority vote of the members present and voting.

Article V- ENUMERATION OF POWERS AND DUTIES OF OFFICERS

Officers shall perform the duties prescribed by this constitution and by the parliamentary authority adopted by the organization. Duties shall include but shall not be limited to the following.

Section 1 The President shall:

- a. Prepare the meeting agendas
- b. Have the power to call executive board meetings and all regular and special meetings of the organization
- c. Sign all official papers related to the club (including financial paperwork in the absence of the treasurer)
- d. Have the power, with the advice and consent of the Executive Board, to appoint the chairpersons of all standing and ad hoc committees
- e. Appoint a temporary secretary to take minutes when the secretary is absent
- f. Act as the spokesperson for the organization
- g. Be an ex-officio member of all standing and ad hoc committees except the nominating committee

Section 2 The Vice-President shall:

- a. Assist the president with responsibilities as needed
- b. Carry out the duties of the president in the absence of the president
- c. Automatically assume the powers and duties of the President if the President resigns, if the office of President becomes vacant, or if the President is impeached
- d. Coordinate all social functions of the organization
- e. Serve as coordinator of all standing and ad hoc committees
- f. Be an ex-officio member of all standing and ad hoc committees

Section 3 Fundraiser and Treasurer shall:

- a. Expend funds as authorized by the membership of the organization as indicated in the organization's minutes

- b. Keep an accurate account of all receipts, membership dues, and expenditures of the organization
- c. Complete, sign, and submit all financial paperwork
- d. Fundraiser and organize events for the club
- e. Submit a financial report
- f. Keep track of the club's accounts, income, and expenditures
- g. Give a Treasurer statement of balance at every meeting
- h. Request financial assistance from the Student Government Association and Budget and Management Committee if needed
- i. Be responsible for the organization complying with the policies and procedures set forth by the Student Activities office

Section 4 The Secretary shall:

- a. Keep a proper record of all activities of the club, including the minutes of every meeting
- b. Take attendance at all business meetings of the organization
- c. Prepare a roll call of members and call it when necessary
- d. Authenticate by his/her signature all records and documents of the organization
- e. Carry on the official correspondence of the club, which will be signed by the president
- f. Give 72 hours of notice of all meetings
- g. Distribute minutes within 48 hours of the meeting in accordance with the procedure set by the Student Activities Office

Section 5 Public Relations/Social Media shall:

- a. Manage social media
 - i. Instagram
 - ii. Titok
 - iii. Website (if needed)
- b. Increase social media and club engagement
- c. Work with Recruitment to make flyers, posts, etc.

Section 6 Recruitment shall:

- a. Recruit new members
- b. Work with new members to establish a connection with the club
- c. Work with other board members to make easier recruiting
- d. Put flyers/post around campus

Article VI - ADVISOR(S)

Section 1 The advisor shall be chosen by the membership at a duly constituted meeting of the organization by majority vote.

Section 2 The faculty advisor shall serve as a non-voting ex-officio member of the Executive Board.

Section 3 The advisors shall give advice for the better performance of the organization.

Section 4 The advisor shall meet his/her responsibilities to the organization as stated in written directives issued by the Student Activities Office and in the Club Advisor's Operating Manual located on the Student Activities Website.

Section 5 The advisor shall serve at the discretion of the University.

Article VII - NOMINATION AND ELECTION OF OFFICERS

Section 1 Elections shall be held for all offices, including those that are filled temporarily.

Section 2 Officers shall be elected for a term of one (1) year or until their successors are elected. They shall hold office until no longer enrolled or position is no longer desired, their successors shall assume office.

Section 3 Elections shall be held during the spring semester. Elections shall take place no earlier than March 1st and no later than April 15th of each year.

Section 4 Only active members shall be allowed to vote. Voting shall be by secret ballot unless there is only one candidate for an office in which case election may be by voice vote.

Section 5 Officers shall be elected by a majority of those members voting in the election. If no candidate receives a majority vote on the first ballot, a vote will occur with the President casting a vote.

Section 6 Notification of elections and nominations must be given a week's notice prior to voting.

Article VIII - VACANCIES

Section 1 In the event of the vacancy of the office of President, the duties will be carried out by the Vice-President. The office of Vice-President will be offered to the Secretary and/or

Treasurer. If neither officer wishes to fill the Vice Presidency, an election for the position will be held. If an existing officer does accept the Vice Presidency an election will be held for the vacant position.

Section 2 In the event of the vacancy of any other offices, the President will appoint a temporary officer and an election will be held as per the provision of Article VI Section 1.

Article IX - IMPEACHMENT AND/OR RECALL

Section 1 Any officer is subject to impeachment and /or recall and removal from: the office for failing to fulfill his/her constitutional responsibilities.

Section 2 An impeachment request must be given at least a week in advance of the actual impeachment voting. Both the request and the voting must take place during regular meetings.

Section 3 Upon conclusion of the discussion and arguments for and against impeaching the officer, a vote shall be taken. No officer shall be impeached except by a two-thirds (2/3) vote. Voting shall be by secret ballot.

Section 4 An officer who is impeached shall immediately relinquish his/her office but shall be allowed to maintain active membership in the organization unless his/her actions have brought discredit to the organization.

Section 5 If an officer is impeached, the organization shall fill the position following the procedures outlined under Vacancies.

Article X - MEETINGS

Section 1 Meetings of the organization shall be held at least once a month during the academic year. There must be 48 hours of notice for all emergency meetings.

Section 2 Quorum... a quorum shall be defined as 50% + 1 member of the club's total voting membership. A quorum must be present for any action to take place by membership

Section 3 A quorum shall be required to conduct any official business of the organization except to adjourn.

Section 4 If voting results in a tie a revote will take place with the President casting a vote.

Article XI - AMENDMENTS

Section 1 Amendments to this constitution must be approved by a 2/3 majority of the voting membership present.

Section 2 Proposed amendments to the constitution shall be automatically tabled until the next scheduled meeting of the organization.

Section 3 Prior written notice of the proposed change(s) and the date of the meeting at which the proposed change(s) shall be voted on shall be provided to all members of the organization.

Section 4 The constitution may be amended at a duly constituted meeting of the organization by a two-thirds (2/3) vote provided that prior notice has been given.

Article XII - PARLIAMENTARY AUTHORITY

Robert's Rule of Order, Newly Revised shall act as the Parliamentary authority for all meetings of the club.

Article XIII - RATIFICATION

This constitution must be ratified by a majority vote at a regular meeting and approved by the Student Government Association Budget and Management Committee.