

Constitution for Arc

This Constitution contains the fundamental principles that govern Arc's operation. This Constitution will serve to clarify the purpose and delineate the basic operating structure of Arc. It will allow members and potential members to have a better understanding of what Arc is about.

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this organization shall be Arc.

Section 2. This club is designed to create a support network for students who are within the LGBTQIA+ population with a focus on cultivating a more connected community across campus in a relaxed and positive social environment.

ARTICLE II: MEMBERSHIP

Section 1. This organization will not discriminate on the basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight. Only MSU students may be considered Members or Board Members. Members must attend a majority (at least half) of the meetings per semester (for example, 8 out of 15 meetings) in order to vote and/or run for Board. Members and attendees must follow the rules outlined in Michigan State Universities' General Student Regulations. Any Member violating rules will lose their right to vote and their right to run for Board and is also at risk of being removed and/or banned from meetings by the President. Attendees not following rules are also at risk of removal.

Section 2. All Board Members shall serve up to 6 years, so long as they meet requirements, are not removed by the President, are not voted out, or choose to step down. Annual elections shall be held on the first Friday of October, if needed.

ARTICLE III: OFFICERS

Section 1. Only Members who have been to a minimum of half of the meetings, (measured per semester) and are in good standing in the Club may nominate, be nominated and vote for Board positions. Elections shall be by anonymous ballot and require a simple majority of Members present, with a minimum of 7 Members (Board included) present at the time. Board Members may be removed if they fail to maintain attendance, fail to perform their duties, or for disrupting the well-being of the organization or Board. Board Members must attend two-thirds of the meetings; once a Board Member accumulates 5 meeting absences, per semester, they are at risk of being removed.

Section 2. The President shall have the following duties: to convene and preside over meetings; to arrange and schedule group meetings and events; to edit or create documents as needed; to distribute duties among other Board Members as needed; to oversee and engage in communications, including online presence, with Members and those outside of the organization; to oversee and/or manage online accounts as needed; and to attend outside meetings and speak/present when needed.

Section 3. The Vice President shall have the following duties: to assist the President as needed; to preside over meetings if the President cannot be present; and to assist the secretary on attendance, minutes, and documentation/file upkeep; and to inform potential and current Members about meeting/club information.

Section 4.	The Secretary shall have the following duties: to complete documentation of meetings and attendance as facilitated by the President; to manage an emailing list and information archives; and to inform potential and current Members about meeting information.
Section 5.	The Treasurer shall have the following duties: to manage the financial aspects of the group such as documenting spending and earnings through receipts; seek out funding as needed; and carry out remaining fiscal tasks as deemed necessary by the President.

ARTICLE IV: OPERATING PROCEDURES

Section 1.	Meetings are held weekly unless otherwise specified by the President. If the President is unavailable, the authority then goes to the Board if necessary.
Section 2.	Meetings are to be kept civil, as coinciding with the rules outlined in Article II Section 1. If, at any time, a member or Board Member is not acting in accordance with the goal and rules of this organization, they are at risk of removal.
Section 3.	The President may designate Vice-Presidents/Chairs of various departments as needed. (For example: VP of Marketing, etc.)
Section 4.	Amendments may be made to this Constitution, but the purpose of the organization must remain the same. This group shall not be used as a political protest or activist movement organization now or in the future.
Section 5.	This Club may open a financial account and fundraise as needed and as orchestrated by the President. The President may hold certain events/activities that may require Members to pre-pay or pay to participate. Should this be the case, Members are to be informed prior to the event/activity being held.
Section 6.	Though this group is centered around creating a support network for students, this organization is not a substitute for the treatment of mental illnesses or problems and shall not be used as such. Advice or opinions of Members and/or Board Members do not reflect that of the organization and shall not be taken as a means of advising and/or counseling, but rather only as social, light-hearted conversation.

ARTICLE V: AMENDMENTS

Section 1. Any Member may propose amendments, and they will be voted on by active Members and Board Members who meet their respective requirements and are in good standing. (See Article III Sec. 1 for attendance requirements).

Section 2. Amendments may be proposed, enacted, and repealed by vote, when at least 7 Members (Board included) are present and voting.

Section 3. A majority vote of participating Members (minimum of 7 voting, Board included) is needed to approve any action (enacting or repealing) related to amendments.

If your organization needs assistance in writing a constitution, contact the Student Life staff at the Student Life Center, 101
Student Services Building, 355-8286
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