

Constitution of French Club

Article I.

Organization Name: *French Club (Le Cercle Français)*. This organization shall be called *French Club*, henceforth referred to as French Club. The organization consists of an additional name in the language of French, *Le Cercle Français*.

Article II.

Purpose: Section I: An aspiring group of Fairfield University students all sharing a common affinity for the French language and Francophone cultures will seek to immerse its members in an atmosphere where conversational and written skills of the French language will develop at an informal pace. The members will experience the French and Francophone worlds through events and discussions that seek to expand students' awareness and knowledge of Francophone cultures.

Section II: French Club is committed to fulfilling its responsibilities in abiding by all Fairfield University policies.

Article III. Membership: Section I: French Club will adhere to an open admissions policy for all full-time undergraduate students of Fairfield University with experience or interest in the French language and culture. Those expressing an interest in animating the atmosphere of French Club are encouraged to attend and participate.

Article IV. Officers: Section I: The French club executive board will consist of at least 5 presiding officers, all elected through majority vote: President, Vice President, Secretary, Treasurer, Publicist and COSO Rep. Officers will be selected through yearly elections.

Section II: The president(s) is the central officer and shall lead club

meetings. He or she shall serve as the main communicatory agent between French Club and Fairfield University, referring to other Fairfield university clubs, organizations, academic departments, and offices. The president shall oversee the tasks of other officers and members. The president shall ensure that the French Club organizational procedures are followed.

Section III: The Vice President(s) shall aid the president in leading meetings and in communicating with other organizations. He or she shall oversee the tasks of club members and substitute for the President if the latter is absent.

Section IV: The Secretary shall keep record of club membership and maintain notes of general club meetings and events, and officer meetings. He or she shall maintain communication with club members regarding meetings, events, and other arrangements through any suitable and efficient method of communication.

Section V: The Treasurer shall keep record of all financial matters. He or she is responsible for collecting, counting, depositing, and withdrawing finances in a timely manner. He or she shall oversee the club account.

Section VI: The Publicist shall publicize club meetings and events through creating and putting up fliers and posters in appropriate areas, and through any other suitable and efficient methods of publicizing.

Section VII: The COSO Rep(s) shall attend all COSO General Assembly meetings (once each month per semester) and inform all other French Club officers of deadlines and information related to the club's budget and COSO funding.

Article V. Operations and Election Procedure:

Section I: All active student members will be eligible to vote. Student members shall be deemed "active" after having previously

attended 1 meeting. Voting decisions by active French Club membership shall be performed with no less than 30% of the active voting membership present. If no member is present at the election meeting, officer elections shall take place through email.

Section II: Each member of the executive board shall be elected by a majority of voting members.

Section III: All elections will take place during the end of every Spring Semester by April 25th.

Section IV: Club members may be nominated or may choose to run for an office. Voting shall be executed through secret ballot (or via email). A minimum of a 50% majority of votes determines the winner of each position. The advisor shall supervise the voting procedure and preside over the counting of votes.

Section V: Officers shall assume office from the time that they are officially elected. Officers begin their duties immediately after election.

Section VI: In the case of vacancies due to semester absence, resignation, or impeachment of one or more offices during a semester, the officers may choose to hold special elections to fill the vacancy. In the special case of vacancies due to study abroad, the executive board may hold one election for the vacation position(s) at the start of each semester.

Section VII: Club members who are studying abroad during the time of elections but wish to be considered for officer positions during the following semester must submit a declaration to run for office to the current executive board members.

Section VIII: If an officer resigns, the officer with the next lower position shall substitute in the vacant position.

Section IX: By the time that they assume office, all officers must be members of the club, undergraduate students, and have good

standing with the university.

Section X: The executive board may include multiple students holding one executive position. Therefore, there may be Co-Presidents, Co-Vie Presidents, Co-Treasurers, Co-Secretaries and two COSO reps, if the board feels this is necessary.

Article VI. Finances: Section I: French Club may submit a statement requesting funding from the Council of Student Organizations (COSO) each academic year.

Section II: Other sources of finances may include, but are not limited to, Student Diversity Office Funding and French Club fundraisers.

Section III: French Club shall conduct all financial activities in accordance with Fairfield University policy.

Article VII. Amendments: This Constitution is binding to all members of French club, but is not binding onto itself. Section I: Amendments to the Constitution may be proposed in writing by any active member of French club at which a minimum of 30% of active members are present.

Article VIII: Concerning the General Well-Functioning of the Club: Section I: All elected French Club officers and French club advisor must maintain communication and coordinate with one another. This includes, but is not limited to, assembling executive board meetings to ensure the health and progression of the organization. The advisor shall be present in such meetings if agreed upon by the executive board.

Section II: All elected officers of French Club shall read and have knowledge of the French Club Constitution once elected to their position.

Section III: The well-functioning of the club relies upon the participation and input of all active French Club members and those interested in this organization.

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