

## STUDENT ACTIVITIES AND ADVOCACY OFFICE ROOM 247, STUDENT SERVICES BUILDING 415.485.9376

## **Club Constitution**

| Name of Club:   |
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| MISSION STATEMENT:  |
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| ARTICLE I - MEETINGS  |
| Regular meetings of the Club will be determined by the membership at its initial meeting each semester and reproted |
| to the Student Activities and Advocay Office, Student Services Building, room 241.                                  |
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| Meeting times:  |
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| ARTICLE II - OFFICERS   |
| PRESIDENT – Presides over all meetings. Calls special meetings.   |
| VICE PRESIDENT– Supports presidents and takes over in his/her absence.  |
| SECRETARY-Records minutes of club meetings.   |
| TREASURER-Keeps financial records   |
| ARTICLE III - ELECTIONS   |
| Officers shall serve 1 term and will be elected each semester   |
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| ARTICLE IV - AMENDMENTS   |
| The Constitution shall be amended upon the approval of 50% of elected officers                                      |
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