Article I: NAME

The club shall be known as the College of Charleston’s United Nations Club, a branch of the UNA-USA Student Alliance.

Article II: PURPOSE

The purpose of the club is to:

- Advocate for intercultural understanding
- Raise global awareness
- Promote diplomacy on campus
- Provide for community service both domestically and abroad

Article III: DISSOLUTION

The College of Charleston United Nations Club may be dissolved by a two-thirds (2/3) vote of the membership of the United Nations Club, its faculty advisors, or by SGA after a period of inactivity according to SGA’s policies.

Upon the dissolution of the club, any assets and/or liabilities shall be transferred to SGA.

BYLAW I: MEMBERSHIP

College of Charleston students shall comprise the membership of the United Nations Club. To verify this, the club shall provide the SGA and the faculty advisors with a list of all club members’ names every active semester.

BYLAW II: ELECTIONS

The election and voting procedure for the College of Charleston United Nations Cub shall be as follows:

1. All voting shall be done on official ballots and maintained by the Club Secretary. Official ballots will be decided upon and designed by a quorum of executive officers.

2. The Secretary will provide the necessary ballots to the President and Faculty Advisor for endorsement of the election or issue.

3. Voting shall be performed only on the day agreed upon by all members, and shall be completed that day. No extensions on voting will be allowed.
4. A quorum (majority of members) must be reached prior to voting of elections or issues. Abstention is an acceptable vote.

5. Election results are determined by a simple majority vote with a quorum of members participating.

5. Official ballots shall be submitted to and counted by the Secretary and/or the Faculty Advisor. The United Nations Club President shall be informed of the results of the voting, and shall announce the results to the members of the Club. Results may be posted in a public forum depending upon the decision of the membership.

6. Secret ballots may be requested for sensitive issues, but must be approved by the Faculty Advisor prior to the vote. The results of the voting shall be recorded and all pertinent documentation maintained on file by the Secretary.

BYLAW III: MEETINGS

Executive Meetings will be held at least every two weeks. General Body Meetings will be held at least twice a semester.

General Body Meetings may be scheduled by the President. Only club members are entitled to vote at General Meetings. Special General Meetings may be called at any time by the President. The President shall prepare the agenda for the General Meetings. General Meetings must be advertised at least 7 days (1 week) prior to the date of the meeting. Sufficient advertising will take the form of notices posted throughout the campus and an email notice sent out over the club’s LISTSERVE email account.

BYLAW IV: EMERGENCY MEETINGS

Emergency Meetings can be called at the discretion of the Executives or a faculty advisor. These meetings may be advertised within a day’s notice through email notification.

BYLAW V: EXECUTIVE POSITIONS

The positions of President, Vice-President, Treasurer, Public Relations/Press Chair, Secretary, and Events Coordinators shall be chosen at the last meeting of the spring semester for a one (1) year term of office. The executives shall meet a minimum of twenty (20) times per year. However, meetings are open to all club members. A minimum of three (3) Executive members must be present to establish quorum.

In the event of a mid-term executive vacancy, a special general meeting will be called to elect a new executive member. In the event that there are no current executives,
The faculty advisor shall be empowered to appoint an interim executive so that a special general meeting may be called.

The President shall be a student in good standing at the College of Charleston. The President will preside over the meetings of the College of Charleston’s United Nations Club. He/She will not have a criminal record nor will they present themselves in any negative way. The president shall represent the club at other official club meetings and should always remember that they represent the name and good faith of the College of Charleston and its United Nations Club. Additionally, the president shall be responsible for liaising with the faculty advisors and shall submit a report at the end of each semester to the faculty advisors, who shall keep all reports in a place available to successive officers and members.

The Vice-President has the same responsibilities of the President of the United Nations Club in the absence of the President. In addition to the roles outlined for the President, the Vice-President shall also manage membership for the group. He/She, too, shall be a student in good standing at the College of Charleston and will not have a criminal record.

The Treasurer shall oversee the club’s finances, and submit budgetary request forms to the faculty advisor. Additionally, the Treasurer shall keep all of the club’s receipts in order and shall submit a budget report at the end of each semester to the faculty advisor.

The Public Relations/Press Chair shall be in charge of keeping the United Nations Club informed of world news and cultural awareness events and shall additionally aid the Vice-President with the management of group membership. He/She shall keep a running calendar of international days and shall work closely with the Events Coordinators to plan events for the College of Charleston’s United Nations Club.

The Secretary shall be responsible for notifying the membership of upcoming meetings and minute taking at the meetings of the College of Charleston’s United Nations Club. Additionally, the secretary will work with the Public Relations/Press Chair and the Events Coordinators to assure that all events planned match what was discussed in Executive and General Meetings.

The Events Coordinators shall work closely with the Public Relations/Press Chair to plan events in which the College of Charleston’s United Nations Club takes part. They shall assure that all events are planned thoroughly and that all events are executed in a manner that will best represent the United Nations Club.

**BYLAW VI: FUNDS OF THE SOCIETY**

All banking shall be carried out subject to the rules and regulations of the College of Charleston and SGA as set out by the board of directors. The allocated budget grant that the United Nations Club receives each year from SGA shall be deposited in the club’s standard budget account held by SGA. All funds designated as self-generated must be deposited in the College of Charleston United Nations Club’s trust account held
by SGA. Check requisitions must be submitted according to College of Charleston’s policy to obtain access to club funds, and are subject to approval by the faculty advisors.

**BYLAW VII: AMENDMENTS**

The Constitution of the College of Charleston United Nations Club may be amended on written published notice of one week and by a two-thirds majority vote at a quorate General Meeting.

**BYLAW VIII: LIMITATIONS**

Nothing in this Constitution shall be interpreted in a manner repugnant to the Constitution of SGA or to the declared policy of its Board of Directors.