**Constitution of *Travelers Club***

1. **Name**

Travelers Club

1. **Objectives**
2. Let students to get interested in travelling and to know more worthy places for travel
3. Provide students a platform of sharing travelling feelings to others and obtain thoughts from others
4. To share travelling tips and suggestions
5. **Membership**

**(have to satisfy A, B and C)**

1. Student who is enrolled in WKU
2. Student who has interest in this Travelers Club
3. Students who supports the constitution of this Travelers Club
4. **Membership procedures**
5. apply for the membership of Travelers Club
6. agreed by management

**5) Rights and Obligations of the membership** A．Rights

a. participate in all activities

b. show attitudes in all community-relative decisions

c. withdraw membership freely

B. Obligations

a. show up at all meetings

b. accomplish respective tasks

c. safeguard the rights and interests of the club

d. pay membership dues

**6）Officers and Duties**

**President**：Liu Yingting Kristina

Leader of the club.

Make important decisions for the club and supervise to complete the tasks.

**Vice President**: Li Yanqiu Doris

Assistant the job of President.

Related Personnel work

**Treasurer& Secretary**:

Taking charges of all the money for the club. Keeping track of club expenses.

Meeting recorder

**The Minister of Liaison Department**:

Be responsible for the negotiation with the school and other clubs.

Asking for sponsorship to support club activities.

**The Minister of Planning Department**:

Be responsible for planning the activities of the club

**The Minister of Propaganda Department**:

Be responsible for the image of the club and the publicity of various community activities

**7）Meetings**

Hold one plenary every semester (inform one week in advance)

Hold one department meeting every two months (inform two days in advance)

Hold emergency meeting at any time if it’s really necessary and agreed by all the ministers of departments.

**8) Elections and Vacancies**

Each management position of the club is usually held for one year. Before the winter vacation every year, the club’s previous president selects the candidate for the position, the candidate introduces and recommends himself, the group then voted anonymously for the next President. Each department is elected by all the members of the department to elect the next minister.

**9) Removal and Succession of officers**

Any members who is incompetent or violates the relevant rules and regulations of the school or society will be punished according to the size of the error, and the club manager is qualified to remove him from office. If there is a member who wants to leave his/her post, he/she should write a resignation report to clarify the reasons for his/her departure and leave after being reviewed by the club manager.

**10) Amendments**

It needs to be reviewed by all members of the club and approved by more than 60% of the votes. The amendment shall not be effective until it is submitted to the council for examination within two weeks after it has passed the review of the internal meeting of the club and submitted to the registration and management office of the society for approval.

**11) Advisors**

Professor Jeans Barnhart

**12) University Regulation**

Travel Club shall be in full compliance with all pertinent Wenzhou-Kean University regulations, rules and policies relevant to its activities.

***Travelers社* 章程**

* 1. **名称**

Travelers社

* 1. **Objectives/目标**

1. 让学生对旅游感兴趣并了解更多值得一去的旅游胜地
2. 给学生提供一个可以分享自己旅游心得并且聆听收获他人感想的平台
3. 分享旅行小技巧和建议
   1. **Membership/成员资格**

**(have to satisfy A, B and C / 需同时满足A和B和C)**

1. 在温肯就读的学生
2. 对Travelers社有兴趣的学生
3. 拥护Travelers社章程的学生

**4）成员入会程序**

1. 申请加入Traveler社
2. 被管理层允许

**5) 成员的权利与义务**

A．权利

1. 参与所有社团活动
2. 对任何与社团有关的决定表明态度
3. 随时退社
4. 义务
5. 参与社团会议
6. 完成各自被分配的任务
7. 缴纳社费

**6）管理层及其职责**

社长: 柳盈庭

社团领导，为社团做重大决定，督促各部门任务的完成。

副社长：李艳秋

协助社长工作，相关人事工作

秘书&财务部长 潘情

管理社团的财政，记录社团的开支情况

记录会议情况

外联部长：吴静涵

负责与校方和其他社团的交流，同时也需要为社团活动拉赞助

策划部长：鲁心怡

负责社团各项活动计划的策划

宣传部长：李艳秋

负责社团的形象的建立以及各项社团活动的宣传工作

**7）会议**

每个学期举办一次全体会议（提前一礼拜通知）

每两个月各部门举办一次小型会议（提前两天通知）

如果事态严重，在各部门部长都同意的情况下举办紧急临时会议

**8)选举流程和空位填补**

社团的每个管理层职位任职一般为一年，每年寒假放假前，社长选出其职位的候选人，候选人对自己进行介绍及推荐，然后社团所有人匿名投票选举出下一任社长。每一个部门内由部门所有成员进行选举投票，选出下一任部长。

**9)管理层继任和免职**

社团内部的在职人员如果不称职或违反了学校或社团的有关规章制度，则会根据其所犯错误大小收到处分，且社团管理人有资格 将其罢免。如果有在职人员要离职，那么需写离职报告，阐明离职原因，经社团管理人审核后即可离职。

**10)章程的修改**

需要经过社团内部所有人员大会审议，经投票60%以上同意才能修改，且在通过社团内部大会审议过后的两个礼拜之内交于社联审查，并报社团登记管理处核准后才能修改生效。

**11)指导老师**

Professor Jeans Barnhart

**12)学校规章**

旅行社将会遵循温州肯恩大学所有与其活动有关的规章制度和政策