

Constitution of Toastmasters Speech Club

英语演讲社社团章程

Name and Objectives 名称与目标

Toastmasters Speech Club is a professional club merged by former Toastmasters Club and Kean Speakers Club. The aim of TMSC is to improve members’ public speaking skills as well as to develop their leadership. By conducting professional activities, TMSC creates a stage for students to gain good command of English, good presentation skills, confidence in public speaking, as well as leadership.

英语演讲社（TMSC）是一个学术性社团，由原先的国际组织性学校社团头马社以及校星级社团温肯演讲社合并而成。英语演讲社的目标是帮助社员们提高演讲能力和领导力。通过举办专业的活动，它为温肯学生创造一个锻炼演讲能力的舞台，使同学们得以提高英语运用能力、课堂展示能力、公众演讲自信，以及领导力。

Membership 社员资格

Regular membership is open to all registered students attending full or part time.

Students who want to become a member of TMSC need to submit a registration form, and attend an interview.

所有全日制或兼职注册学生均可成为社员。

希望加入英语演讲社的同学需要提交一份报名表，并参加安排的面试，筛选过后可正式加入社团。

Officers and Duties 管理层及职责

President: Su Dong, make plans for the club and manage the club.

Vice president: Wan Ziqi and Ying Yue, help with planning and management.

Minister of PR Department: Zhang Qing, communicate with professors, other clubs and staff in school on behalf of Toastmasters Speech Club

Minister of Planning Department: Ying Yue, makes plans for activities and meeting.

Minister of Acedemic Department: Wan Ziqi, prepare for trainings of public speech.

Minister of Accouting Department: Wang Jing, manage the expenses of the club.

社长：苏东，规划社团计划和管理社团。

副社长：万子琪、应悦，协助规划和管理社团。

公关部部长：张晴，代表社团和教授、其他社团及校内工作人员进行交流。

策划部部长：应悦，策划社团活动和会议。

学术部部长：万子琪，准备针对社员的演讲训练材料。

财务部部长：王静，管理整个社团的费用。

Meetings 社团集会

Regular meeting: every Wednesday, to pratice public speaking from different dimensions.

Special meetings (Agenda): every Friday

How meetings will be conducted: According to the agenda timeline.

常规集会：每周三从不同方面练习演讲

特殊集会（又称Agenda）：每周五

Agenda进行流程如下图：

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **OPENING** | | | | |
| 7:00 PM | Call to Order |  |  | 2 Minutes |
| 7:02 PM | Toastmaster Intro& Guest Welcome |  |  | 3 Minutes |
| 7:05 PM | Timer Intro |  |  | 1 Minute |
| 7:06 PM | Ah Counter Intro |  |  | 1 Minute |
| 7:07 PM | Grammarian Intro |  |  | 1 - 2 Minutes |
| 7:09 PM | Warm- up games |  |  | 5-10 Minutes |
|  | | | | |
| **TABLE TOPICS** | | | | |
| 7:19 PM | Table Topic Master |  |  | 18 - 20 minutes |
|  | | | | |
| **PREPARED SPEECHES** | | | | |
| 7:39 PM | Speaker 1 |  |  | 5 - 7 Minutes |
| 7:46 PM | Speaker 2 |  |  | 5 - 7 Minutes |
| 7:53 PM | Speaker 3 |  |  | 5- 7 Minutes |
| 8:00 PM | Break | | | 5 Minutes |
|  | | | | |
| **EVALUATIONS** | | | | |
| 8:05 PM | Evaluator 1 |  |  | 2 - 3 Minutes |
| 8:08 PM | Evaluator 2 |  |  | 2 - 3 Minutes |
| 8:11 PM | Evaluator 3 |  |  | 2-3 Minutes |
| 8:14 PM | Ah Counter Report |  |  | 1 - 2 Minutes |
| 8:16 PM | Grammarian |  |  | 1 -2 Minutes |
| 8:18 PM | Timer Report |  |  | 1 - 2 Minutes |
| 8:20 PM | General Evaulation for the Meeting |  |  | 4 - 6 Minutes |
| **ENDING** | | | | |
| 8:26 PM | Photo Time |  |  | 4 Minutes |
| 8:30 PM | Ending |  |  |  |

Standing Committees 常务委员会

TMSC does not have a standing committees yet.

英语演讲社暂无常务委员会。

Elections and Vacancies 选举与空位填补

Every May, TMSC holds an election for next year’s officers. Members who want to stand for election must sign up as a candidate, then make a speech on the election to clarify the position he/she wants to take, and his/her plans of being in this position. All members in TMSC have the right to vote for candidates. The result of vote decides who wins the election.

每年五月，英语演讲社进行社内换届选举。想要竞选成为下一届管理层成员的社员必须报名参加竞选，然后作为候选人在社内选举上发表演讲，阐述自己希望竞选的职位以及对担任这个职位的计划。英语演讲社的所有社员都有给候选人进行投票的权利。投票结果将决定选举结果。

Removal and Succession of Officers

Reasons for which an officer may be removed from office:

1. At least 70% of membership require to remove this officer.
2. This officer does not comply with university policies and regulations, or receives punishment from school.

开除管理层人员的理由：

1. 至少70%的社员要求开除该名人员。
2. 该名人员违反了学校的政策与校规，或收到了学校的处分。

Amendments

It can be amended by the president with agreement of club members.

社长可对章程进行修改，新章程需社内成员同意。

Advisor

Will be decided upon new semester.

在新学期开始后签定。

University Regulations

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

英语演讲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。