

**Computer Club Constitution**

**Name and Objectives**

The Computer Club is a non-profit organization formed voluntarily by computer enthusiasts in schools. It takes students' independent activities as the main body and takes the correct guidance of specialty teachers as the direction. Its purpose is to provide a garden for hobbyists with certain computer technology level to exchange computer technology and improve it together, so as to enable students to develop their personality and specialty, and the school tries its best to provide good conditions to serve each other. Members, so that members can better carry out computer creative activities.

**Membership**

The membership shall consist of those who meet the following criteria:  
 1. Be a current undergraduate student at Kean University  
 2. Be signed up for the Club mailing list  
 3. Sign up on the official Computer Club Membership Roster  
Only current members may participate in organization activities. Non-member undergraduates who express interest in joining Computer Club may attend club events. Non-members can attend a Computer Club event / activity if they belong to a group that is explicitly invited to the specific event / activity.

**Officers and Duties**

The organization should have the following officials: president, vice president, propaganda department and planning department. Officials shall have the following duties:

**President:** Exercise the function of leading association. We should strive to strengthen the cohesion of the association, mobilize the whole association to maintain a high level of vitality, formulate reasonable goals for the development of the association and lead it to the goal, represent the association to the outside world and assume all the responsibilities of the association. As the president, we should keep in touch with all levels of cadres and members of the association, keep abreast of the latest situation and make appropriate deployment and actions. We should stress innovation and constantly inject new elements into the development of the association.

**Vice President:** Exercise the function of coordinating and managing the operation of the association. To concretely and practically formulate the long-term ideas and concepts, and organize ministers to discuss and make decisions. Make plans and assign work to all departments for implementation.

**Publicity Department:** Responsible for the publicity work of the association in school. Including the production and printing of activity leaflets and posters, the production of propaganda boards and banners. When recruiting officers, the Ministry of Propaganda should focus on its artistic expertise.

**Planning Department:** Organize the effective development of the activities of the association, arrange the specific implementation of the activities, and cooperate with the Ministry of Propaganda in all aspects of the design of large-scale activities.

The president and treasurer are the officers with signatory power over the organization’s account.

**Meetings**

There will be at least two meetings per semester. One is at the the begging of the semester, the other is at the end. Some meetings will also be held if there is a grand event. The name of the meeting is based on what kind of events are holding. President, Vice President and department head can call those special meetings. All these officers shall present the meetings.

**Standing Committees**

The Computer Club has no committees.

**Elections and Vacancies**

The Computer Club shall hold general elections to elect new officers. The general elections shall be held annually during the spring semester. When there is a position change, there will be elections.

**Removal and Succession of Officers**

All removal and succession of officers are depending on the elections.

**Amendments**

All amendment of the group and purpose are decided by the members and meeting elections.

**Advisor**

The club advisor is the Dr.Sujatha Krishnamoortity from computer science department.

**University Regulations**

Computer club will be in full compliance with all pertinent Wenzhou-Kean University regulations, rules, and policies relevant to its activities.