

**Article I: Name and Purpose**

Section I**: Name**The name chosen for the club is French Club.

Section II**: Purpose/Mission**The club's purpose is to promote the use of French language as well as the interest in French speaking countries on the WKU campuses, and to reinforce the work done in French courses.

Section III**:**There is no affiliation with any regional or national organization.

**Article II: Membership**

Section I**: Eligibility for Membership**All students are invited to join the club.

Section II**: Voting and Member Criteria.**Any students who attend French club meetings and events may vote. Quorum needed to vote is two club officers plus one member.

Section III**: Removal of Members**Students who disobey campus policies at meetings or events will be warned by the club officers.  If there is a second offense, the students in question will be referred to the faculty advisor who will decide whether or not the student will be censored from the club.

**Article III: Officers**

Section I: **Duties of Officers
P**resident:Responsible for communication and information collation with various departments

 vice president:Planning the event (time, place, number of people, flow of activities, etc.)

treasurer, 1. follow up on activities, confirm amounts and measure budgets

2. checking that the society's planned materials are reasonable

3. invoicing and reimbursement issues

Head of PR :1. liaise with professors

2. assist the publicity department in the preparation of photos and tweets during the event.

Secretaries:Meeting check-in and recording, as well as event rooms, venue booking.

Section II: **Vacancy in Office**
If there is a vacancy one of the other officers will take over until a new officer is elected at the following meeting. If the president leaves office, the vice president will assume the former president's duties until an election is held (which should be within 2 weeks of the vacancy occurring).

Section III**: Removal of Officers**The faculty advisor will remove a club officer if he/she does not fulfill the required duties.

**Article IV: Meetings**

Section I**: Regular Meeting/Club Activities**Meetings will be held at least twice every semester.

Section II**: Special Meetings**See Article IV, Section II.

Section III**: Parliamentary Authority**If the president is absent, the vice president will direct meetings.  Decisions will be taken by consensus of if necessary, by secret ballots.

Section IV**: Quorum**
See Article II, Section II.

**ArticleV: Committees:**

Section I**:**
Not Applicable

Section II**:**
Not Applicable

**Article VI: Elections**

Section I**: Nomination process:**
Elections will be declared in the month of September.

Section II**: Election**

E-mail will be sent to French Club members.  In September, a meeting will be held to elect officers. The meeting will be announced in the distribution list as well as through French club courses.

Section III**: Special Election**The election will take place within two weeks of the vacancy occurring.

**Article VII: Amendments**

Section I**: Ratification**Not Applicable

Section II**: Submittal to Department of Student Activities and Joint Club Board**Any changes made to this constitution must be submitted to the Department of Student Activities and the JCB.

**Article VIII: Advisor**

Section I**: Selection**Club officers will ask an interesting advisor in the Wenzhou-Kean University full-time faculty.

Section II**: Duties**The advisor will advise on and off about organization of activities and he/she will also help promote club activities in French courses.

**Article IX: University Regulations**

Section I:**Regulation**

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