

**Student Group Constitution**

* **Group official name**

Full name：Wenzhou-Kean University English Language Teaching Club

Abbreviate name：English Language Teaching Club (ELTC)

* **Objectives**

English Language Teaching Club is found by a group of senior students who have zeal in English learning and teaching. We are committed to studying the theoretical knowledge of foreign language teaching and solving students’ puzzles in English learning. Additionally, as an association closely related to English Major, we provide lectures and services about graduate application and employment for students of English Department.

* **Membership**

Whoever loves the study and practice of English teaching can join us.

* **Members’ duty**
* Maintain the enthusiasm for English teaching and studying.
* Make efforts to improve own language teaching skills and be able to put forward some opinions.
* Actively participate in community activities.
* **Officers and duties**
* **President**：In charge of the association, leading the work of all departments directly and convening meetings.
* **Vice president**: Giving assistance to the president, dealing with the work of daily development.
* **Minister of Activity Department**：In charge of and be responsible for activity department issues, and be willing to accept the leadership of the President and Vice-President
* **Minister of Publicity Department**：In charge of and be responsible for publicity department issues, and be willing to accept the leadership of the President and Vice-President
* **Minister of Finance Department**：In charge of and be responsible for finance department issues, and be willing to accept the leadership of the President and Vice-President
* **Minister of Editing Department**：In charge of and be responsible for editing department issues, and be willing to accept the leadership of the President and Vice-President
* **Meetings**

There must take place three meetings in every semester. One at the beginning to make a new semester plan for the club; one during the mid term to make sure that the implementation of plan; and the last one during the final to summarize the club activities during the semester. Special meetings can be called by WeChat notification. Only president and vice-president can call for special meetings. The quorum for the meeting is 10 persons.

* **Standing Committees**
* **Activity Department**: Response for club’s activity planning and holding as well as personnel allocation.
* **Publicity Department**: Responsible for poster making, writing copy, communication with other associations or colleges.
* **Finance Department**: Responsible for income and expenditure management, and sponsorship.
* **Editing Department**: Responsible for WeChat article edition and writing.

* **Elections and Vacancies**

Candidates need to sign up for their desired position and all the memberships have the right to vote. The candidate with highest vote will fill the vacancy. All executive board positions must meet the Wenzhou-Kean University Student Leadership Criteria. The election of officers will be held at the beginning of every semester.

* **Removal and Succession of Officers**

An officer may be removed from office because of neglect of duty and misuse of authority. 50% of the membership is required to approve a motion for removing an officer and 3 notices must be given to the membership before the vote is taken.

* **Amendments**

The group structure and purpose may be amended by discussion and voting by group officers and group members. 50% of the membership approve the amendment and 3 notices must be given to the membership for consideration of the amendment.

* **Advisor**

The advisor of English language teaching club is Dr. Chiang Yun-nan, who is a full-time faculty in Wenzhou-Kean University.

* **University Regulations**

English language teaching club is in full compliance with all pertinent Wenzhou-Kean University regulations, rules and polices relevant to its activities.