

Allegheny College

ARTICLE I Definition

Section 1: Name

The name of this organization shall be the ES Club.

Section 2: Purpose

The ES Club will promote fellowship among students who are interested in environmental science and environmental studies. It will encourage, inspire and maintain excellence in scholarship and service. The club will present information about current and future opportunities in the ES field and will bring to Allegheny events and speakers that educate the campus and community on environmental issues.

ARTICLE II Membership

Section 1: Definition

Membership shall be open to all students, but the group's primary focus will be activities and issues concerning environmental science and studies majors.

Responsibilities of Members are as follows:

- Attend all meetings (normal exceptions apply).
- Help to publicize the group and its activities.

Expulsion:

Members may be expelled by a unanimous vote of all officers and faculty advisor.

ARTICLE III Executive Committee

Section 1: Definition

The executive committee shall consist of a President, Vice President, Secretary, Treasurer, Speaker/Activities Secretary and Community Service Secretary.

Section 2: Duties of Officers

The duties of the officers shall be as follows:

- A. President shall be responsible for the following:
 - a. Run the meetings/set agendas.
 - b. Serve as voice of committee – ASG liaison.
 - c. Oversee Executive Committee
 - d. Call additional meetings if necessary.

- B. Vice President shall be responsible for the following:
 - a. Help set agenda.
 - b. Act in place of president if president is absent.
 - c. Oversee subcommittees.

- C. Secretary shall be responsible for the following:
 - a. Type up agendas.
 - b. Take meeting minutes.
 - c. Send out e-mails and minutes.
 - d. Keep membership list up-to-date.

- D. Treasurer shall be responsible for the following:
 - a. Serve as voice of committee – ASG liaison.
 - b. Prepare and submit financial requests to ASG.
 - c. Maintain records of all money transfers in and out of the clubs account.

- E. Speaker/Activities Chair shall be responsible for the following:
 - a. Generate ideas for club activities
 - b. Organize and carry out these activities, with the aid of the President and club members.
 - c. Maintain two-way communication

- F. Community Service Secretary shall be responsible for the following:
 - a. Generate ideas for club service activities
 - b. Organize and carry these service projects, with the aid of the President and club members.

Section 3: Removal of Officers

Any officer may be impeached and removed from office if a majority of the active members vote to do so. The officer in question shall be given a sufficient reason for removal and given ample opportunity to address the charges against him/her before a formal vote for removal.

Section 4: Vacancies and Succession

In the case of a vacancy on the executive committee, the following applies. If the office of President is vacant, the Vice President will assume the Presidency and appoint a Vice President who must be confirmed by a majority of the members. If any other executive position is vacant, the President shall appoint someone (from the current membership) with the majority of the membership confirming the appointment.

ARTICLE IV Voting and Elections

Section 1: Voting

Each member will have one vote in the election process.

Section 2: Organization of Elections

- A. An ES Club member can nominate him/herself or someone else for as many positions as they would like.
- B. Votes will start with the President and work down (Vice-President, Treasurer, Secretary, Activities/Speaker, Community Service Secretary)
- C. A name can be placed on a lower ballot if not voted into a higher office.
- D. Each nominee will be given time at elections to campaign.
- E. Elections will be held approximately two weeks before Christmas break, at a time to be determined by the President.

ARTICLE V Meetings

Section 1: Meeting Times

- A. Meetings will be weekly
- B. Meetings will occur on Tuesdays, unless otherwise noted by school breaks.
- C. Meetings will take place at 6:00 PM, at a location to be determined by the President.
- D. Quorum for meetings will consist of fifty percent of members plus one.

ARTICLE VI Amendments

Section 1: Amendments

- 1. Amendments may be submitted by active members of the club, the faculty advisor, or member of the Allegheny College administration.
- 2. Amendments must be submitted in writing and read to the club members during an official meeting.
- 3. Amendments will be voted on after being presented to the club, and a 2/3 vote of active members present at the meeting is required to pass the amendment.
- 4. Amendments must be presented and approved by the Allegheny Student Government before being officially added to the Constitution.