



International Club

BYLAWS

Preamble

We the members of the International Club, and subscribing to the regulations and policies of USC Upstate, establish this Constitution and Bylaws to govern the matters within our organization.

Article I. Purpose

The purpose of this organization shall be to promote understanding and appreciation of the cultural diversities that exist in the world and in the community.

Article II. Meetings (Regular, Special, Quorum)

- Meetings dates and times will be established by the Club President and passed by a majority vote. Meetings may be canceled or rescheduled by a majority vote of all Members present in a quorum at a given meeting.
- In the month of May, the Annual Meeting shall be held in conjunction with the regular business meeting, at which time new officers will be elected and a full and complete Annual Accounting of the financial condition of the club.
- Special meetings may be called at any time by the club President. Also, any members may request a special meeting through the President, in writing. In all cases, special meetings shall be limited to the stated purpose, which must be communicated in advance to all members.
- A quorum of (50%) the membership shall be present at any regular or special meeting in order for club business to be conducted, e.g., plan activities. A majority vote of the Members present is needed to approve any Membership business not otherwise specified in the Bylaws herein.
- A majority of Members shall be present at any regular, special, or Annual Meeting before the election of officers or amendments to the Membership Agreement or Membership Bylaws can commence. A majority vote of the Members present is needed to approve amendments to the Membership Agreement or Bylaws, or to elect officers.
- Each member shall have one vote in all matters.
- Any member who fails to attend 50% consecutive regular meetings without being excused by the President from attending, or who fails to attend 4 in any twelve (12) month period, will be considered for termination.
- The use of written proxies is hereby permitted for those Members unable to attend any regular, special, or Annual Meeting. A proxy vote will be counted when it pertains to a specific issue previously discussed by the Members, not to issues brought up and decided at the missed monthly meeting.

Article III. Club Positions and Duties

All officers shall serve a term of 1 year. If there is a vacancy mid year elections may be held to fill the position. Majority vote will determine who shall fill the position. Members shall be elected by a majority vote of the Members present, or by appropriate proxy, to the following positions and duties:

President-as the club's leader, must enthusiastically carry out program plans and cause all decisions to be put into practice. He/she presides at all meetings of the club except when he/she calls upon the Vice-President or some other member to do so. He/she should start all meetings on time and carry them through on a definite schedule. He/she accepts his/her responsibilities as leader of the club and prepares him/herself by studying the purposes and goals, acquainting him/herself with the business to be handled, and conducting all meetings and affairs of the club in an efficient manner with due attention to time limits where necessary.

Vice-President- shall assist the President in every possible way, serving as executive assistant to the President and presiding in his/her place when necessary. The President could arrange for the Vice-President to gain practical experience in presiding by occasionally calling upon him/her to preside if the need does not otherwise arise. The Vice-President is an active leader who serves as a conduit between the President and the membership of the club, particularly in the coordination of specially appointed committees.

Secretary- is responsible for making an accurate record (called the "Minutes") of each club meeting. He/she will be called upon by the President at the outset of each meeting to give a reading of the minutes of the previous club meeting. The Secretary is also responsible for checking the roll each meeting and for handling all typing, mailing and advertising pertaining to the club.

Treasurer- is responsible for handling all club financial matters. He/she maintains accurate records of club expenses so that he/she can give a correct treasury report whenever called upon to do so.

Publicity Chair- shall coordinate publicity and the distribution of information relating to activities and programs. The Publicity chair shall assist the President and Vice-President whenever needed. The Publicity Chair shall accept any other duties as assigned by the President.

Committee Chairperson(s)-The Appointed Committee Chairpersons presides over his/her committee (There are essentially two types of committees: fact-finding and action. The former gathers information while the latter implements a project. A single committee may, however, perform both roles.) Meeting (s) in much the same way that the club President presides over the club meetings. He/she should delegate responsibilities to the committee membership where appropriate, overseeing and directing the assigned project to completion. He/she should then be prepared to report the committee's findings and/or the results of its efforts to the club. The Vice-President of the club should attend committee meetings, where possible, giving general guidelines when needed and serving as advisor to the committees.

Student Government Representative-serves as the liaison between the Student Government Association (SGA) and the International Club. Is responsible for attending all SGA meetings and reporting activities to the International Club in a timely manner. Must attend all scheduled meetings.

Club Advisor- The Club Advisor is not a member of the club as such, but is in the position to counsel and advise the club, informing of rules and regulations, advertising deadlines and such information of which the club leaders and the club at large should be aware, as well as to offer ideas and input and to provide general guidance and support so as to ensure the effectiveness of the club.

Nominations for officer positions will take place in April of each year. If absence from the Annual Meeting is unavoidable, appropriate proxies may be submitted before the Annual Meeting to elect Members to serve in officer positions. Notifications will take place in the month of May. New officers will begin their term in May.

Article IV. Removal of an Officer

If an officer of the Membership (President, Vice-President, Secretary, Treasurer or Publicity Chair) does not fulfill duties required as described in Article III, that Officer will be notified in writing of the meeting at which removal from office will be discussed and voted upon. At that meeting, the Officer may present statements to the Membership in an effort to retain the position.

Removal will occur if so voted by majority of the Members present at the meeting or voting by appropriate proxy.

Article V. Guests

Members may invite guests to any meeting of the Club.