**Anime Club Constitution**

**Lone Star College-CyFair**

ARTICLE I – PURPOSE

The purpose of this organization is to celebrate Japanese culture and the artform of anime.

ARTICLE II – NAME

The name of this organization shall be the Lone Star College-CyFair Anime Club.

ARTICLE III – MEMBERSHIP

Section 1: Any currently registered student (full or part-time) at Lone Star College-CyFair who is in good standing with the College may be a member.

Section 2: In order to guarantee equal rights for all members of the Lone Star College-CyFair student body, equal opportunities shall be afforded all students without regard to race, color, sex, age, sexual orientation, gender identity, gender expression, religion, ethnic or national origin, disability, veteran status, or any other protected status.

Section 3: Classification: Anime Club Officers, Anime Club Members

Section 4: Privileges of membership. Anime Club Officers regulate meetings and decide the activities and events that take place during regular club meetings. Anime Club Members participate in club events and activities and are allowed to vote in officers elections.

ARTICLE IV – OFFICERS AND ADVISORS

Section 1: Officers for Anime Club are President, Vice President, Secretary, Treasurer, and Technology Officer.

Section 2: All officers must be Lone Star College-CyFair students. The President and Vice President must have already served in office for at least one full semester before assuming their positions, unless there are no experienced officers running for said positions.

Section 3: The term of office is two semesters.

Section 4: Duties of Officers:

* President - Main representative and spokesperson of the club. Responsible for outreach/ communications with other clubs and SGA. Must attend all SGA meetings. Leads the agenda during officer meetings.
* Vice President - Assumes presidential duties if the current President is unable to. Keeps track of other officers’ tasks and agendas which are assigned after every officer meeting.
* Secretary - Keeps record of meeting agendas. Responsible for club attendance forms. Responsible for maintaining Student Life documents and forms.
* Treasurer - Maintains and keeps track of the club budget. Submits budget requests and order forms to Student Life.
* Technology Officer - Manages club social media outlets and any technology used during the meetings (i.e. projectors, speakers, consoles). Responsible for notifying tech support if any problems arise. Notifies members of club meeting locations and times through social media outlets.

Section 5: Should a vacancy in any office occur, it shall be filled by casting a vote among current members in which the candidates are members who volunteer to fill the positions. If the position being filled is either the President or Vice President, then a current officer who is elected by the remaining club officers will assume the position until the next election cycle.

Section 6: Advisors shall be full time employees of Lone Star College-CyFair, or part time employees with written permission from the College President. Advisors must be over the age of 21 and may not be Lone Star College Students. Advisors volunteer to serve in this position. Duties shall include safety trainings, ensuring the following of club and collegiate rules, and the prevention of hazing.

ARTICLE V – ELECTIONS

Section 1: Time of Elections: Elections will be held at the first meeting of the calendar year.

Section 2: Election Procedures: Candidates will volunteer for an office and the winner of the respective position will be the candidate who obtains the majority vote from the club members. Each candidate will be allowed a short speech to appeal to club members before the vote is cast. Uncontested Positions will be voted upon first and positions that are being contested will be voted on secondarily.

Section 3: Run-off Election Procedures: In the event of a tie, the current officers will cast their votes as well. If the tie still persists then the Advisor will have the final say.

SECTION VI – MEETINGS

Section 1: The time, date, and place of regular meetings shall be determined by the officers and advisors at the first officer meeting.

Section 2: Meetings will be held bi-weekly.

Section 3: Officer meetings will be held at a place and time determined by the officers before member meetings begin and at least one officer meeting needs to take place before every member meeting.

Section 4: Rules of procedure for this organization shall be Robert’s Rules of Order.

SECTION VII – FINANCES

Section 1: Fiscal Operating year for this organization shall be September 1 – August 31; same as college.

Section 2: There are no membership dues for this organization.

SECTION VIII – COMMITTEES

Section 1: Temporary committees may be formed for particular purposes, as needed.

Section 2: One officer will head the committee and will appoint members from active club members who volunteer to be a part of the committee.

SECTION IX – AMENDMENTS

Section 1: Proposed constitutional amendments shall be presented to the organization in writing at least one meeting before it may be voted on.

Section 2: Approval by 3/4 of the voting members present at a regular meeting shall pass a proposed change. The change shall be put into effect immediately (after approval from the Director of Student Life), unless otherwise stipulated in the amendment.

Section 3: A copy of any alteration to this document must be filed in the Office of Student Life.

SECTION X – RATIFICATION AND ENACTMENT

 This constitution shall become the official governing document of the organization, upon ratification by a ¾ majority vote of the membership, and approval and acceptance by the appropriate recognizing body of Lone Star College-CyFair.