Constitution

***Article l - Name, Purpose, and Non-Discrimination Policy of the Organization.***

Section 1: Name

Cantonese Club

Section 2: Purpose

Cantonese Club is founded to provide a platform for Cantonese speakers to meet each other and feel home. It also has the function of teaching non-Cantonese speakers the language and providing chances for them to experience Cantonese culture.

Section 3 - Non-Discrimination Policy

This organization and its members shall not discriminate against any individual(s) for reasons of age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status.

***Article II - Membership: Qualifications and categories of membership.***

Membership is open to all currently enrolled Ohio State University students. Others such as faculty, alumni, and professionals are also welcomed to become members.

There are three major categories of members:

1. Recruits: members who receive our push emails.

2. Mentees: members who receive our emails and attend our weekly classes.

3. E-board: board members who organize and carry out events.

***Article III - Organization Leadership: Titles, terms of office, type of selection, and duties of the leaders.***

Section1: Titles

The leaders of Cantonese Club include President, Vice President; the E-board members of Cantonese Club include Treasurer, Secretary, Events/Social Chairperson and General Member.

Section 2: Terms of office

All terms will last one year and begin in the fall.

Section 3: Type of selection

The new president should be elected by E-board before April 14th of each year.

Other leadership positions should be reappointed by the previous leaders or elected by E-board members before April 20th of each year.

Section 4: Duties of the leaders

President: Responsible for general oversight of the organization, including but not limited to administrative tasks, strategic planning, and event coordination.

Vice President: Assists the president and assigns tasks to the E-board.

Treasurer: Overlooks all fiscal matters of the organization. Including but not limited to funding, submitting an expense account, making budgets, and securing funding.

Secretary: Responsible for paperwork relating to the organizations. Including meeting records, meeting notification, and management of email.

Events/Social Chairperson: In charge of planning events. It is also the Events/Social Chairperson’s responsibility to work with the treasurer on calculating budgets.

General Member: can participate in all internal events.

***Article VI – Method of Selecting and/or Removing Officers and Members.***

The right to vote is limited to members who are incumbent during the voting period, and each member can only vote once for each election.

Selection of members: Recruits and Mentees are open to all students who are currently enrolled at the Ohio State University. E-board members are selected through a recruitment process held by the Cantonese Club.

Selection leaders: Leaders can be either reappointed by previous leaders or elected by E-board members.

Removal of leaders: Leaders can be removed by a vote of E-board members and other leaders due to nonfulfillment of duties, proving to be unfit to lead, breaking the University’s Code of Student Conduct, or breaking US law.

Removal of members: Members can be removed by leaders due to nonfulfillment of duties, breaking the University’s Code of Student Conduct, or breaking US law.

***Article VII – Advisor(s) or Advisory Board: Qualification Criteria.***

1. Approve the organization’s online registration information and agree to the terms of the Campus Safety Act;
2. Sign off on CSA funding requests;
3. Be listed as a signatory on the organization’s checking account;
4. Attend an advisor certification session once every three years;
5. Sign off on reservations of University space and equipment, as requested by the University department granting the reservation.

***Article VIII – Meetings of the Organization: Required meetings and their frequency.***

Cantonese Club holds meetings every two weeks to discuss leadership arrangement, activity preparation, funds, etc. All the leaders and the E-board members are required to participate. The location and time of meeting needs to be announced before the meeting. More meeting may be scheduled.

Meetings are only open to E-board members. General events are open to the public.

***Article IX – Method of Amending Constitution:***

Proposals, notice, and voting requirements. Proposed amendments should be in writing, should not be acted upon but read in the general meeting in which they are proposed, should be read again at a specified number of subsequent general meetings and the general meeting in which the votes will be taken. Approval should require at least two-thirds of voting members present (and to conduct any business an organization should have a quorum present at a business meeting, which is at minimum 50% + 1 of total organization members). The constitution should not be amended easily or frequently.

By-Laws

***Article 1 – Parliamentary Authority***

 The rules contained in Robert’s Rule of Order shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the by-laws of this organization.

***Article II- Membership***

We accept all current students of the Ohio State University who are interested in Cantonese, willing to learn Cantonese and participate in our club meetings and activities. Other faculties of OSU are also welcomed.

***Article III- Election / Appointment of Government Leadership***

 New leaders are appointed by old leaders according to their abilities and dedications for Cantonese Club. New leaders would be appointed in the last month of the quarter and leaders are allowed to be reappointed.

***Article VI - Advisor/Advisory Board Responsibilities***

1. Approve the organization’s online registration information and agree to the terms of the Campus Safety Act;
2. Sign off on CSA funding requests;
3. Be listed as a signatory on the organization’s checking account;
4. Attend an advisor certification session once every three years;
5. Sign off on reservations of University space and equipment, as requested by the University department granting the reservation.

***Article VII - Meeting Requirements***

It requires as least half of the general members to vote for a motion to make it pass

***Article VIII - Method of Amending By-Laws***

By-laws may be amended by proposing in writing and reading the change at a general meeting of the membership and then bring the proposed change up for a vote at the next general meeting with a 2/3 majority vote of the membership present (a quorum being present).