**Constitution and By-Laws Guidelines for Chinese Comedy Club**

*Article 1 – Name, Purpose, and Non-Discrimination Policy of the Organization*

Section 1 – Name

The name of the organization is: Chinese Comedy Club

Section 2 – Purpose

Purpose Statement:

The Chinese Comedy Club is organized for the purpose of fostering an appreciation for Chinese comedy and providing a platform for students to express their creativity and sense of humor.

Section 3 – Non-Discrimination Policy

This organization does not discriminate on the basis of age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law, in its activities, programs, admission, and employment.

*Article II – Membership*

Member Selection and Removal Criteria:

Membership is open to all students of the university who share an interest in Chinese comedy.

Members may be removed from the club for reasons such as, but not limited to, violation of club rules or university policies, or failure to attend three consecutive meetings without a valid excuse.

*Article III – Organization Leadership*

President: The President shall preside over all meetings, appoint committee chairs, and represent the club in official matters.

Vice President: The Vice President shall assist the President and preside over meetings in the President's absence.

Secretary: The Secretary shall keep the minutes of all meetings and maintain the club's records.

Treasurer: The Treasurer shall keep the club's financial records and manage the club's budget.

*Article IV - Officer Selection and Removal Criteria*

Officers shall be elected by a majority vote of the club's members at the end of each academic year.

Officers may be removed from their positions for reasons such as, but not limited to, violation of club rules or university policies, or failure to perform their duties in a satisfactory manner.

*Article V – Advisor(s) or Advisory Board*

The advisor to this organization shall be full-time administrator, faculty, or staff member who is committed to Article I – Section 2 of this Constitution. The advisor will be selected by the officers of the organization.

*Article VI – Meetings of the Organization*

1: Regular meeting will typically occur monthly during the academic year. Enrolled actors/actresses must attend the rehearsal with three absences allowed. Times and places decided by the members.

2: Special meetings like guest speaker workshop shall be called by the President, or at the request of 60% of the membership.

*Article VII – Method of Amending Constitution*

This Constitution may be altered or amended at any time by the current officers after consultation and review with the advisor and leadership members. Any such changes shall be communicated to the membership at least 7 days before such changes shall take effect at a regularly scheduled meeting of the organization for the purpose of inviting discussion and comments from the membership.

*Article VIII – Method of Dissolution of Organization*

This organization may be dissolved after dissolution is approved by the advisor and by a two-thirds vote of its members, provided that notice of a vote on dissolution, is furnished to the members at least 30 days prior to the vote.