# JCU Business Club

September 10th, 2012

**Constitution of the John Cabot Business Club**

**Article I – Name**

Section 1. The name of this organization shall be The John Cabot University Business Club. The club can be referred also as The Business Club. However, all official communications shall be conducted under the John Cabot University Business Club.

Section 2. The John Cabot University Business Club is not affiliated to any other campus groups or organizations, but this may change with the approval of fifty-one percent of both the group of members and the board.

**Article II – Mission Statement**

Section 1 In accordance with the policies of John Cabot University, The Business Club will introduce students to the world of economics and business administration. Students who decide to join the club will have a direct contact with companies and entrepreneurs. John Cabot’s Business and Administration department is one of the most important field of study within the university, therefore the Business Club wants to provide an initiative that will help students gain practical experience inside the Business Market. Moreover, the experiences that the students will gain will encourage them in their studies and contribute in deciding their future role in the business world. The Business Club main objective is to create a community of students that will be able to create new projects in the future, work together as a team, and learn how to deal with business matters.

Section 2 The Business Club will serve its mission on the basis of two main basis:

1. Team Work: Today, companies and firms require specific skills from their employees; one of the most important is the ability to work in a group of people. The Business Club is a strong supporter of the concept of teamwork, because it establishes a relationship between the individuals and, at the same time, it builds a community. Moreover, because the projects that we work are collectively planned step-by-step, teamwork is fundamental skill that we search for in our members.
2. Honesty: The Business Club values honesty and sincerity more than everything. It is important for the board to have an honest and clear communication with the members of the club. Cheating, stealing, lies, and dishonesty will not be tolerated within the Business Club community.
3. Hard Work: The Business Club values the willingness of its members to commit to the work and the projects presented by the Business Club throughout the academic year. Moreover, it recognizes and values those who are hard-workers. Today, society requires people willing to work hard; therefore we want to offer the possibility to get a taste of the reality of the job market.

**Article III – Members**

Section 1. All persons who are current students, both Visiting and Degree Seeking, at John Cabot University are qualified to join the Business Club. In order to join the Business Club the prospective member must fill the Business Club form and send an e-mail directly to the Business Club Board. Every new and old member is entitled to one vote on the different issues discussed during the Business Club meertings.

Section 2. Each new member is entitled to a membership card, this element is fundamental to participate to every activity and event of the Business Club.

Sections 3. Each member is expected to attend all meeting and have no more than three unexcused absences. Any anticipated absence must be reported to the Vice-President or the Secretary.

Section 4. Any member who wishes to resign from must submit an e-mail to the President of the Business Club stating his/her reasons why he/she is resigning from the organization. No leave of absence is permitted and there will be no exceptions on this point.

Section 5. Membership is extended to all students without regard to race, color creed, religion, gender, national origin, age, sexual orientation, or physical or mental handicap.

**Article IV – The Board**

Section 1. The Board of the Business Club should consist of four separate roles:

1. President: must preside each meeting of the club, present the projects of each academic year, work in collaboration with the Treasurer on the annual budget, and preside each trip outside the city of Rome, as the main representative of the Business Club.
2. Vice-President: in case of absence of the President, the vice-president must preside the meetings and take the Presidents duties. Moreover, the vice-president is expected to promote cooperation and communication between the Board and the members
3. Treasurer: to provide an annual report of the Business Club budget; take responsible decisions over the spending and financing of the club, and communicate them to the President. Moreover, the Treasurer is expected to maintain a good relationship with the John Cabot University Finance Office and the rest of the staff.
4. Secretary and Event Coordinator: to provide organization with e-mail, bureaucratic matters, and logistic issues during events, lectures, and visits. The Secretary is expected to work to maintain a close relationship with the other clubs and organization and the rest of the John Cabot Univerty community.

Section 2. Visiting Students cannot be part of the Board of the Business Club.

Section 3. The Advisor will serve on the Board but have no voting privileges.

**Article V – Elections**

Section 1. The Board of the Business Club serves for one academic year. The Board shall not have any voting privileges; each decision must be discussed with the rest of the members and voted with an absolute majority system, including the elections of the new Board.

Section 2. Board members can delegate their vote to another member of the Board; this procedure can only applied with a special written request,that must be approved by the President.

Section 3. The election of the Board shall be held during the last meeting of the club, at the end of the academic year (April).

Section 4. All Club Members who are Degree Seekers are eligible to run. Members interest in running for one of the positions in the Board must have a 2.0 cumulative GPA. A member interested in running to become a Board member must submit his/her request at least two weeks before the elections.

**Article VI – Meetings**

Section 1. The Business Club will meet every week during the academic semester; the day and time may change depending on the semester. The President or Vice-President may call special meetings, in particular situations.

Section 2. The Board must independently meet on a weekly basis to discuss the agenda of the semester and prepare the meeting with the members.

**Article VII –Advisors**

Section 1. There shall be at least one faculty/ staff advisor who shall be member(s) ex-officio with no voting privileges.

Section 2. The Board of the Business Club can propose advisors to the Office of the Dean who will then give final approval to insure consistency with JCU Faculty and Staff employment policies. All efforts will be made to comply with the wishes of the executive cabinet.

Section 3. The Advisor has the following responsibilities:

1. Attend club meetings and Board Meeting.
2. Provide guidance to the members, especially the Board members.
3. Receive all financial statements and oversee all financial transactions.
4. Ensure that Board members have a 2.0 minimum GPA.
5. Provide consultation concerning membership selection and responsibilities.
6. Review and sign the organization’s annual report.
7. Maintain an awareness of the activities and programs sponsored by the Business Club.
8. Meet with the Board of the Business Club to discuss upcoming meetings and programs, long range plans, and problem solving.

**Article VIII – Amendments**

Section 1. Amendments to this Constitution may be proposed to the voting membership by a unanimous vote of the Board of the Business Club, or by petitions signed by at least fifty-one percent of the voting membership. The Board has a veto power, but collectively, not individually, therefore the Board can only veto an Amendment request with a unanimous vote.

**Article IX - Ratification**

Section 1. This Constitution shall take effect upon the signature of each member of the Board of the Business Club and after approval of the University’s administration.