

Constitution

(NAME OF SCHOOL) - Collegiate DECA Chapter

Article I - Name of Organization

(NAME OF SCHOOL)-Collegiate DECA Chapter

Article II - Purpose of Organization

(NAME OF SCHOOL) - Collegiate DECA is a local chapter of National DECA, Inc. The organization creates close ties with the business community providing essential opportunities for members and an appreciation of the American free enterprise system. Participation in the highest quality of competitive events and programming available to post-secondary students is also a key factor to our personal career development.

Our objectives consist of the following:

- To nurture competent, entrepreneurial, self-reliant cooperative leadership in the fields of marketing, merchandising and management.
- To help students make informed career choices by providing opportunities to explore fields as diverse as sales, food marketing, hotel management, restaurant management, department store and specialty store retailing, fashion merchandising, industrial and international marketing, finance and credit, advertising, insurance, wholesaling and other marketing oriented occupations.
- To foster high ethical standards in business.
- To encourage business activity that demonstrates civic, social and moral responsibility.
- To recognize the importance of career education and to promote a willingness to use the training facilities provided by corporations to continually improve skills and knowledge, in college and throughout life.

Article III - Membership

Membership in this organization is open to all (SCHOOL NAME) students and will not be restricted on the basis of age, disability, ethnicity, gender, national origin, race, religion, sexual orientation or political affiliation. SCHOOL NAME Collegiate DECA membership will be based on a prospective members desire to learn and participate in our activities. As a member of Collegiate DECA, one is required to regularly attend organization meetings (2 excused absences, 2 unexcused absences per semester), pay dues, actively support organization projects, and most importantly be dedicated to the organization as a whole.

Article IV - Officers

Election of officers will begin by nomination and informal speech followed by a majority vote (51%) from the general membership, of which at least 2/3 must be present to have a quorum. If a candidate fails to receive a majority of votes, a run-off election will be held within the top two candidates that received the most votes. The term of office will be one full year (July to June). New officers will be elected in April of the Winter/Spring semester for the next school year. All officers shall comprise the Executive Committee of the organization. The Executive Committee shall meet in addition to regular organization meetings. The Executive Committee shall appoint such committees that are needed to carry out organization goals. The officers and individual duties shall be:

President-

Preside over all meetings

Represent organization on campus.

Ensure that the organization is operating in conformity with the standards set forth by NAME OF SCHOOL and Student Organization Services.

Ensure no member be denied his/her rights of membership.

Cosign organization checks.

Maintain communication with organization adviser.

Vice-president-

Preside over meetings in the absence of the President.

Schedule necessary meetings/events with appropriate University offices.

Coordinate organization promotion and publicity of events.

Prepare a report to be given at meetings.

Secretary-

Maintain an accurate record of all organization meetings and post for members.

Prepare agenda for meetings.

Maintain role call at meetings.
Maintain membership directory.
Correspond when necessary with University administration and other recognized organizations.

Treasurer-

Maintain accurate record of organization transactions.
Collect dues & coordinate State/National Membership.
Develop organization budget and present to membership for a vote.
Cosign organization checks.
Arrange fundraising opportunities for the organization.
Solicits additional funding if needed from the Student Government Association in conjunction with the President.

Article V: Advisor

The advisor shall be a full time faculty or staff member at NAME OF SCHOOL. The advisor will assume those responsibilities as outlined in this constitution and/or found in University Policy or Student Organizations. The advisor will be selected by the (NAME OF SCHOOL). The advisor is a required position as stated within the policies of the state and international DECA organizations. The advisor must be able to attend the state and international conferences at the expense of the chapter or (NAME OF SCHOOL). (The chapter advisor is a paid or non-paid position.)

Or you can use this but more than likely the advisor is appointed or volunteers a 2/3 vote of the Executive Committee and then presented to the general membership for a 1/2 vote. Advisors not fulfilling responsibilities or abiding by the organization's purpose may be removed from the position by a 2/3 vote of the Executive Committee.

Article VI: Meetings

The organization shall hold regular meetings during the academic term except when holidays, examination periods or other events make meeting times impractical. Organization meeting day/time will be determined in the beginning of each semester by a 2/3 vote of the general membership. Attendance at organization meetings is expected. If a member must miss a meeting, correspondence with the secretary is appreciated. A quorum shall consist of 2/3 of the membership plus **one officer**.

Article VII - Finance

The organization may establish reasonable dues that must be paid by all members. The amount of the dues will be determined in the beginning of the academic year by the Executive Committee and presented to the general membership for a 2/3 vote. Dues must be paid by November or as set forth by DECA, Inc. The treasurer shall maintain all financial records and shall countersign with the president for all organization transactions.

Article VIII- Amendments

Amendments to this constitution must be submitted in writing at a regular meeting of the organization. Said amendment(s) will be voted on at a subsequent meeting. In order to adopt the amendment, a vote of 2/3 of the general membership is necessary. The Committee on Club Recognition must approve all amendments to this constitution.

Article IX: Impeachment Procedure

Officers may be removed from office by 2/3 vote of the other officers and 2/3 of the general membership if actions are deemed inappropriate by the membership. The officer is permitted to speak before the Executive Committee and the general membership about the charges made concerning his/her performance. The officer is not permitted to participate in the deliberation of the Executive Committee regarding the charges.

Article X: Anti-Discriminatory Clause

"There shall be discrimination against any member based upon that member's gender, race, creed, color, religious affiliations, political affiliations, age, origin, disabilities, marital status, citizenship, or sexual orientation, with respect to terms of conditions of membership as contained within this agreement."

Article XI: Ratification

This constitution shall become effective upon approval by a 2/3 vote of the membership.