

---

# Finance Club Constitution

---

Minot State University

DATE OF REVISION: OCTOBER 22, 2013

DRAFTED BY: CAMERON STONE, JUSTIN ZIEGLER, KARN LAMON, BLAIR TANDE,  
JERRY STAI

VOTED ON BY FINANCE CLUB MEMBERS ON OCTOBER 22, 2013

# **Finance Club Constitution**

## Minot State University

Date of Revision: October 22, 2013

### **Article 1: Name of Organization**

This organization is named Finance Club. This club has voting privileges over the Severson Entrepreneurship Student Directed Investment Fund (SESDIF).

### **Article 2: Statement of Purpose**

The Finance Club is a collaborating group of Minot State Students seeking to further their finance knowledge and understanding and promote both the Finance Major and the College of Business. The underlying purpose of the Club is to develop, manage, and control SESDIF, although undertakings and activities of the Club will not be limited to just the Investment Fund. The Club and its members seek to build a love for finance and business by engaging in activities and community involvement.

### **Article 3: Membership**

Membership in the Finance Club shall be open to all currently registered students at Minot State University. To have voting rights the member must be a current student and meet the following criteria.

1. All members belonging to the Finance Club agree to uphold the conduct defined in the current student handbook, recognizing they are a representative of Minot State University.
2. Membership is granted to a student after their second consecutive attendance to Finance Club meetings and signatures the sign in sheet.
3. No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity within this organization based on the grounds of race, creed, color, national origin, religion, age, sex, sexual orientation, handicap, veteran status, or such other factors that cannot be considered lawful.

### **Article 4: Meetings**

1. Meetings are held in Old Main room 316, Tuesday or Thursdays around the noon hour. Meetings take place at least once a month.

2. Members are informed of meetings via email, classroom announcements, and during previous meeting times.
3. It is required that at least two members and one officer be in attendance in order to conduct business during meetings.

#### **Article 5: Finances**

No dues are required to take part in the Finance Club. Any funds received from club funding will be held in a Minot State University Business Office Account. Funds for the SESDIF will be held under the name "Minot State University Foundation."

#### **Article 6: Officer Positions & Advisor(s)**

Elected officers will serve as the Board, in which the President will hold the seat as chairperson. The Finance Club will hold the following officer positions:

1. President
  - a. Act as the official leader of meetings and abide by a scheduled agenda.
  - b. The president shall have power granted to him by this constitution and be responsible for carrying out duties required by this constitution and faculty advisor.
  - c. Act as the official host & representative at campus functions.
  - d. Responsible for control of board and seeing legislation of organization will be executed.
  - e. Responsible to see constitution is adhered to and all associated members are fulfilling the requirements set forth for them in this constitution.
  - f. President must be in attendance to conduct club activities and voting.
  - g. Attend all BOB (Beavers on Business) meetings and be a member of BOB board.
2. Vice President
  - a. Vice President will assume responsibilities of the President upon the absence of the President.
  - b. Oversees committees of Finance Club.
  - c. Oversee and manage SESDIF.
  - d. Assists president in coordinating activities.
3. Secretary
  - a. Maintain accurate minutes of all meetings.
  - b. Keep accurate record of all actions and events that occur in meetings in a timely manner.
  - c. Responsible for correspondence to other organizations and individuals.
  - d. Maintain an accurate record of member attendance at all meetings.
  - e. Secretary will assume responsibilities of Vice President in absence of Vice President.

4. Treasurer
  - a. Keep a record of finances of this organization.
  - b. Collect stated dues from each member, if required by this constitution.
  - c. Give a financial report at each meeting.
  - d. Treasurer will assume responsibilities of Secretary in absence of Secretary.
  
5. Faculty/Staff Advisor
  - a. Advisor is chosen by the College of Business.
  - b. Advisor will have no term limit to his or her position.
  - c. Must be a Minot State faculty member and instructor in Finance department.
  - d. In order to assume advisory position a majority vote by the Club's members is needed.
  - e. Advisor is expected to attend meetings and oversee all club activity.
  
6. Election of Officers
  - a. All current members of the Finance Club may be up for election into office.
  - b. Any member may nominate themselves or others into a nomination position.
  - c. The current members of office and the advisory may set certain criteria for which nominees may have to complete in order to seek a position in office.
  - d. Nominations will be made the second to last meeting of the school year and elections will be made the last meeting of the school year.
  - e. A majority vote by all members will be needed to approve a candidate into office.
  - f. The elected officers will serve in a term lasting the upcoming school year.
  - g. Once elected the officers will take office the following day of the last scheduled meeting of the current school year.
  - h. A special meeting may be issued by advisory throughout the school year in order to replace any officer vacancy.

#### **Article 7: Complaints, Removal & Vacancies**

1. Formal Complaints/Discipline
  - a. Members can make formal complaints to the officers first.
  - b. If the problem persists, the faculty advisor should be notified.
  - c. Disciplinary actions will be determined on a case by case scenario.
2. Removal
  - a. Violation of or disregard for any part of this constitution or the organization shall be grounds for removal charges against any of the elected officers.
  - b. If a situation arises with an officer or general member that constitutes removal, it will be determined by the general consensus of the group.

- c. Removal proceedings may be initiated by any voting member.
- d. The member will be notified by the faculty advisor of the removal and, if needed, a new officer will be elected by members.

### **Article 8: Amendments**

1. Any amendment must be reviewed by the advisor and officers before submission to the organization's members for approval.
2. Amendments to this constitution must pass a majority vote (higher than 50%) in order to be approved.
3. No member shall be limited by suggestions or comments they may have regarding an amendment.
4. Once agreed upon by the membership, the revised constitution must be reviewed by the Student Welfare & University Affairs Committee to be recognized as the student organization's official constitution.