

The Rogue Community College Club Latino

I. Name

The RCC Club Latino

II. Purpose

The RCC Club Latino Charter statement:

The RCC Club Latino's Mission is: To encourage students and community members to reach the highest educational potential by providing information about: educational, career, and scholarship opportunities. To promote culturally diverse activities and to provide an environment for members to develop effective leadership skills.

III. Membership

- a. Membership is open to any Rogue Community College student, Administrator, Faculty Member, Classified Staff Member, and/or Community Member regardless of race, color, religion, sex, national origin, age, disability, or sexual orientation.
- b. To become an RCC Club Latino member one must make a commitment to the Club's mission and complete and sign the membership form.
- c. There will be two forms of club membership. Active Membership and General Membership.
- d. Active membership is determined by attendance of three consecutive meetings over the duration of the semester. Absentee ballots are allowed for active members. Absentee ballots must be submitted to Secretary prior to the election meeting. Active Membership is forfeited after three consecutive absences or five absences within a two month period.
- e. When a member forfeits their Active Membership they are in the status of General Membership. General members cannot vote, make motions or second motions.

IV. Officers

- a. The officers shall consist of President, Vice President, Secretary, and Treasurer.
- b. In order to elect or be elected as a club officer one must be in the status of Active Member.
- c. To become an officer one must be attending RCC in the term they are elected and for the whole year of their term in office.
- d. If an officer needs to be dismissed, a two-thirds (2/3) majority is needed to consider the matter. In the next meeting, another two-thirds (2/3) majority vote is required to officially dismiss the officer.
- e. The duties of the President shall be:
 - i. To help direct Club Latino.
 - ii. To organize, schedule and chair the Club Latino meetings and facilitate activities.
 - iii. To attend Activities Board and other necessary meetings, or to appoint another club member in their place.

- iv. To address disrupting members/officers in the club.
 - v. Other duties fitting to the position of President.
- f. Duties of Vice President shall be:
 - i. To substitute for the President when required.
 - ii. To assist the President in facilitating the club meetings and activities when necessary.
 - iii. To help new members through the recruitment process.
 - iv. To help maintain order during meetings.
 - v. Other duties fitting to the position of Vice President.
- g. The duties of the Secretary shall be:
 - i. To keep and maintain all necessary forms and documents of the club; to provide copies of said forms and documents to other officers as needed.
 - ii. To provide information to members about meeting schedules and all club events.
 - iii. To publish the activities and meetings of the club.
 - iv. To make the agendas prior to the meeting and have them approved by the club's advisor.
 - v. To take and type the minutes of the meetings and to make them available to all members prior to the next meeting.
 - vi. To come to meetings prepared with all past minutes and all club documents and forms.
 - vii. Other duties fitting to the position of Secretary
- h. The duties of Treasurer shall be:
 - i. To manage the club's funds.
 - ii. To provide a club budget report at every club meeting.
 - iii. To provide information about the club's budget status to other officers when needed.
 - iv. To maintaining all receipts of club's spending.
 - v. Other duties fitting to the position of Treasurer

V. Meetings

- a. Meeting shall be held every week while the school term is in session or more as needed or less by agreement, with the exception of midterms and finals week.
- b. The club officers should meet at least once a month to go over the club's plans.

VI. Abandonment

- a. If this club is inactive for two consecutive terms (with the exception of summer), the club will be considered dead
- b. The remaining funds will be given to the Student Activities Budget directed by the ASGRCC Executive Council.

VII. Amendments

- a. Amendments may be initiated by a member of the club and passed by a two-thirds majority vote of the voting members present at the meeting. The amendment must then pass through ASGRCC Executive council to be put into action.