



PULASKI
Technical College

Pulaski Technical College Athletic Club

Student Organization Constitution

Article I (Title)

The name of the student organization is “Pulaski Technical College Athletic Club”

Article II (Affiliations)

As of September 2009, no plans are set to be affiliated with any state, local or national organizations. However, if such affiliation would take place a thirty-day notice will be given to the director of Student Life and Leadership for approval.

Article III (Purpose)

The purpose of the Pulaski Tech Athletic Club is to help students stay active and healthy as they develop social and leadership skills by participating in athletic activities on campus. The clubs' members and advisor will conduct activities that enhance the development of these skills. The activities may include football, basketball, running, walking, tennis and other sports. The clubs' members and advisor will also focus on and promote health awareness on campus.

Article IV (Membership Requirements)

Membership will be open to all full-time and part-time students.

Article V (Officers)

The Pulaski Technical College Athletic Club will have officers for the following positions and roles:

President (1-year term, elected by club members at the first meeting of the year)

- Create agendas.
- Call and run meetings.
- Serve as a liaison with Director of Student Life and Leadership.
- Recruit and maintain membership.
- Work with advisors.
- Delegate club/organization responsibilities.
- Be responsible for overall club/organization involvement.

Vice President (1-year term, elected by club members at the first meeting of the year)

- Work directly with the president on all club/organization projects.
- Give leadership to committee chairs.
- Register events on-/off-campus with Director of Student Life and Leadership.
- Assume president's role if need arises.
- Conduct business when president is unable to.

Treasurer (1-year term, elected by club members at the first meeting of the year)

- Develop budget with officers, club's/organization's advisor, and club/organization's membership.
- File a Year-End Report.
- Maintain accurate record of expenditures (receipts) and funding.
- Work with auditors.
- Cosign with advisor all checks.

Secretary (1-year term, elected by club members at the first meeting of the year)

- Attend all meetings, including committee meetings.
- Take minutes at all meetings.
- Maintain complete, accurate, and objective record keeping.
- Notify members of upcoming meetings/events.
- Reserve meeting space with the proper office.
- File all changes/updates in constitution, by-laws, and advisors with the Student Life and Leadership office.
- Turn in the Year-End Report by assigned deadlines.
- Maintain a scrapbook/notebook of agendas, minutes, events, and pictures.
- Have minutes of previous meeting viewed and approved at next meeting.
- Obtain approval from the Student Life and Leadership office before hanging all posters, flyers and other publications.
- Help the president/facilitator of meeting stay on track.
- Ask for clarification during meetings.

Article VI (Meetings)

Meetings will be held once a month on the main North Little Rock PTC campus. The president will call each meeting. If an event takes place and additional meetings are needed, the president can make the call to meet or not if needed.

Article VII (Quorum)

In order to conduct official club business the president or vice president must be present at all meetings and have at least ten members of the organization present.

Article VIII (Amendments)

(Amendment I) Voting - Voting for officers will take place during the first meeting of the year. Officers will be selected on volunteer basis.

(Amendment II) Choosing officers - If more than one person would like to hold the same position a paper vote will be distributed during the first meeting and the advisor will count the votes and announce the winner.