#### CONSTITUTION

#### OF

FELLOWSHIP OF OVERSEAS STUDENTS

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| ARTICLE I  ARTICLE II  ARTICLE III | NAME OF CLUB  The name of this club is “Fellowship of Overseas Students”, known as FOS.  PURPOSES OF CLUB  The club is a Christian club, and there are two purposes of the club. First is to share the love of Jesus Christ with students by helping students, especially international students, to adjust to American life. Second is to build friendship with students by providing helpful messages during club meetings on campus and club activities related to the club..  MEMBERSHIP  Any DASB cardholder who carries a minimum of 1/2 unit is eligible to join this club. Membership is free. Club members may not be on academic or social probation. |

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| ARTICLE IV | QUALIFICATION, RECOMMENDATION AND ELECTION OF OFFICERS |

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|  | Section 1.  Section 2.  Section 3. | Club officers must be currently enrolled, have a minimum of a 2.0 cumulative Grade Point Average (GPA), must maintain 1/2 units, have a current  DASB card, and must not be on academic or social probation. Since the club is a Christian club, all officers are required to Christians, who confessed Jesus Christ as their personal Savior.  Officers will be President, Vice-President, Treasurer, Secretary, ICC Representative, Public Relation and General staff  Club adviser(s) and mentors of the church, The Home of Christ in Cupertino, (which most club members attended), have equal right to recommend officers.  The club advisers and the mentors will appoint officers no later than the 6th week of Spring Quarter. |

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| ARTICLE V | DUTIES OF THE OFFICERS |

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|  | Section 1. | President | A.  B.  C.  D.  E.  F.  G.  H.  I. | Preside over all meetings.  Plan and organize meetings with club adviser(s).  Carry out the provisions of the constitution.  Oversee all committee activities.  Attend or delegate all Inter Club Council meetings.  Communicate the results of ICC meetings at club meetings.  Invite FOS members for weekly meetings and activities via FOS Facebook.  Invite speakers for club meeting messages  Fellow “New Quarter Job List” in Google Doc.. |
|  | Section 2.  Section 3.  ection 4.  Section 5  Section 6  Section 7. | Vice President  Secretary  Treasurer  ICC Representative  Public Relation  General staff | A.  B.  C.  D.  E.  F.  A.  B.  C.  D.  A.  B.  C.  D.  A.  B.  C.  D.  A.  B.  C.  D.  A.  B.  C.  D. | Assume the duties of the president in his/her absence.  Perform any duties delegated by the president.  Fellow up on new comers  Buy beverage for club meetings  Keep in touch with every member  Design quarterly flyer, special-event flyer, club promotion board and post pictures from club activities to FOS Facebook.  Record and inform interior issues  Record and keep all club “Activites” in Google Doc..  Assist president in reminding of his/her tasks.  Keep club banner, flyer, name tags, club souvenirs.  Handle funds and finances for club.  Keep and record “Account Log” in Google Doc..  Pay bills and release funds as voted by the officers..  Collect money for special events or activities.  Attend all Inter Club Council meetings.  Put the ICC meeting information in Google doc.  Keep in touch with ICC officers and adviser  Sent FOS information to ICC  Actively promote the club  Build good relationships with other clubs  Post club flyers  Promote interaction in FOS Facebook.  Help Vice President to keep in touch with every mumber  Sent e-mail to announce meeting hours  Prepare for the meeting supplies  Record and save new contacts on Google doc. |

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| ARTICLE VI | EXECUTIVE COUNCIL |

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|  | Section 1.  Section 2. | The Executive Council will consist of all active club officers, club advisers, and HOC5 church mentors. The council works as a team and values interdependence, commitment, cooperation, solid relationship, and clear communication to accomplish the club goals.  Duties of the Executive Council |
|  |  | A. Plan/organize meeting at school and events to accomplish the two purposes in regular basis.  B. Evaluate the performance of the club.  C. Create action items for improvement in a quarterly basis.  D. Cultivate team spirit that maximizes participation of officers.  E. Plan for weekly program on campus before each new quarter and keep records in Google Doc..  F. Pray regularly with a dependent attitude on Jesus Christ. |

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| ARTICLE VII | IMPEACHMENT/REMOVAL AND  REPLACEMENT OF OFFICER AND MEMBERS |

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|  | Section 1.  Section 2. | All elected officers and club members may be subjected to impeachment and removal by a two-thirds majority vote of officers, club adviser(s), and HOC5 church mentors who involves in the club.  Grounds for impeachment are negligence and any form of misconduct, which is damaging to the club. An officer/member may be impeached/removed only under the following conditions: there must be a quorum present during impeachment/removal; two-thirds of the officers, club adviser(s), and HOC5 church mentors. |

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| ARTICLE VIII | MEETINGS |

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|  | Section 1.  Section 2. | There must be public notice of club meetings via email or FOS Facebook at least two (2) school days in advance.  Meetings must serve the two purposes of the club. |

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| ARTICLE IX | ADVISOR |

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|  | Section 1. | The role of the advisor is to:  A. Serve as the official staff representative of the college.  B. Work closely with the club to ensure a cooperative relationship between the advisor, and the club membership.  C. Assist each officer of the club in understanding their duties.  D. Give particular attention to the financial activities of the group in order to prevent the incurring of organizational debts for succeeding members to pay.  E. Assist students to understand and apply democratic principles within their own organizations, and in working with others  F. Be present for all official club/organization meetings and activities (business and social), and to advise students of the policies and procedures which they must follow as a club/organization.  G. Be familiar with the ICC Code, ICC Financial Code, ICC Concessions Code, and club financial process.  H. Ensure that all reasonable steps are taken to ensure the safety, and welfare of club members.  I. Ensure that appropriate college policies are upheld.  J. To sign all club/organization requisitions for the club/organizations, and to make sure that 1) their student treasurer or president or vice president signs it and 2) that the expenditure is correct within all existing policies. |

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| ARTICLE X | RESPONSIBILITIES |

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|  | Section 1. | This club accepts full financial responsibility for all activities that bear its name as official sponsor, and will adhere to college regulations. All publicity for an event must bear the name of the sponsoring club. |

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| ARTICLE XI | RIGHT TO ACT |

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|  | Section 1. | Any club officer, club member does not have the right to incur any debt or become involved in any business under the title or by implying the title of a club in any way unless given full authority to do so by the club. |

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| ARTICLE XII | AMENDMENTS TO CONSTITUTION |

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|  | Section 1. | Any amendment change requires a two-thirds of the officers, club advisers, and HOC5 church mentors. |