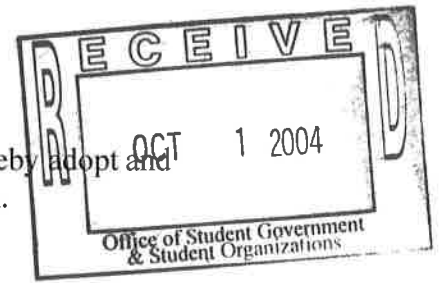


Clay Club Constitution

PREAMBLE

We, the members of the Clay Club, to fully realize our purpose, do hereby adopt and establish this constitution as the guiding instrument of our organization.



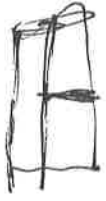
ARTICLE I

Name

The purpose of the Clay Club shall be to help provide educational opportunities for members of the club in the field of ceramics through visiting artists, group conferences, and group events.

ARTICLE II

Membership



Section 1. Membership in the Clay Club shall be limited to persons officially connected with the University of South Carolina – Columbia as faculty, staff, or full-time students. Students enrolled in the spring semester under the above conditions who have pre-registered for the fall semester, as well as students enrolled in summer classes, are eligible for summer membership.

Section 2. Membership in the Clay Club shall not be limited to persons based on their race, color, religion, sex, national origin, age, disability or veteran status. It is the policy of the University that an individual's sexual orientation be treated in the same manner.

Section 3. Active membership in the Clay Club shall be conferred upon those members who, in addition to the above requirements, have contributed to the annual sales event through work time and through fees of 30% of the sales of their work at the event.

ARTICLE III

Organization

Section 1. The officers of the organization shall be elected from the active members. Any student seeking to hold or holding office must maintain the cumulative GPR requirement for graduation and remain in good standing in their respective college.

Section 2. The elected officers of the Clay Club shall consist of a President, Vice President, Secretary, and Treasurer, which shall serve as the Executive Committee.

Section 3. Elections:

- A. All officers shall be elected on or before April 1 of each year, and shall serve one-year terms.
- B. All officers shall be elected by a majority of the votes cast. Only active members are eligible to vote. If no candidate for an office receives a majority of the votes cast, then only the top two candidates will be placed on a second ballot for that office until a majority is reached.

- C. A quorum of one-half of the active membership shall be reached for all meetings where officer nominations or elections take place.
- D. All elections shall be conducted by secret ballot. Any two officers shall tabulate the ballots.

Section 4. Officer's Duties

- A. The President shall preside at all Clay Club meetings, and have the authority to appoint all committee chairpersons, to create new committees, to nominate a faculty advisor to be approved by the active members, and to act as a spokesperson for the organization.
- B. The Vice President shall preside at all Clay Club meetings in the President's absence, and upon his resignation, shall become the president of the organization for the duration of his term. The Vice President will support the President in all Special Projects.
- C. The Secretary shall handle and keep a record of all Clay Club business and correspondence, including, but not restricted to: recording minutes at all Clay Club meetings; keeping an up-to-date file on all members; informing members of all Clay Club meetings and activities.
- D. The Treasurer shall handle all financial transactions of the organization, including, but not restricted to; the collection of dues; managing all bank accounts; and recording all transactions in the appropriate books.

Section 5. The Faculty/staff Advisor to the Clay Club shall be nominated by the Executive Committee and approved by a majority vote of a quorum of active members. The Faculty/Staff Advisor must be selected from full-time faculty or administrative staff members at the University. The Advisor shall serve as a liaison with the University, and help in the transition period between officers. The Advisor will be invited to and notified of all Clay Club meetings and activities.

ARTICLE IV Dues and Finance

Section 1. The Executive Committee will establish the dues for the Clay Club at the first meeting of the fall semester. The Treasurer must receive payment of dues within one month of the first day of class of each semester to be an active member of the Clay Club.

Section 2. The clay club will finance its activities through membership dues, fundraising projects, and may apply for funds from the Senate Finance Committee after the Clay Club has been registered for one year and are eligible.

ARTICLE V Meetings

Section 1. The first meeting of the fall semester shall be held within two weeks after classes start.

Section 2. Regular meetings shall be held at least once a month during the school year at time set by the organization.

Section 3. The meetings shall be conducted in accordance with the revised edition of Robert's Rules of Order.

Section 4. The basic agenda at regular meetings shall be as follows:

- A. Call to order
- B. Roll call
- C. Approval of minutes
- D. Executive committee report
- E. Officer reports
- F. Committee reports
- G. Old business
- H. New business
- I. Announcements
- J. Adjournment

Section 5. Action on any business, old or new, requires a quorum of one-half of the active membership of the organization.

ARTICLE VI Removal from Office

Section 1. A Clay Club officer whose dereliction of duty adversely affects the operations of the organization shall be subject to disciplinary action or removal from office.

Section 2. A written request stating the reasons for dismissal and signed by at least three (3) active members of the organization must be submitted at a regularly scheduled meeting.

Section 3. Before the next regularly scheduled meeting, written notification of the request and the reasons for dismissal must have been given to the offending officer, who should come to that regular meeting prepared to speak.

Section 4. A two-thirds affirmative vote of all active members is required to remove the officer from office.

ARTICLE VII Constitutional Amendments

Section 1. The Constitution is binding to all members of the Clay Club but is not binding unto itself.


Section 2. Amendments to the Constitution must be proposed in writing by any active member of the Clay Club at any regular meeting at which two-thirds of the active members are present.

Section 3. Proposed amendments shall be voted upon only after two regular meetings following the introduction of the proposal.

Section 4. Proposed amendments will become effective following a three-fourths affirmative vote of the active members.

**ARTICLE VIII
Ratification**

The undersigned student(s) of the University of South Carolina, after a three-fourths affirmative vote of active members, do hereby agree to follow the guidelines of this Constitution:

Signed:  Date: 10/1/04
(Member's signatures or officers' signatures and attached petition sheet may ratify Constitution. All ratifications must be dated.)

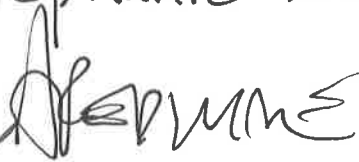
Kevin Pena member
 Pres.

Ken Baskin

Jill Allen

Morgan Ransford

Stephanie Lane





Advisor

10-01-04