

## View results

Respondent

16

Anonymous

**189:54**

Time to complete

### Name and Purpose

#### 1. Student Organization Name \*

Please enter full name AND any acronyms.

Entrepreneurship Club

#### 2. Organization Purpose \*

Our mission is to provide students with essential resources, creating a professional network, and providing guidance to become an entrepreneur. We will focus on collaboration, mentorship, and transforming ideas into real functioning businesses.

#### 3. Membership Requirements (including any additional requirements for official voting members) \*

Membership requirements may not discriminate against any protected class as defined by local, state, or federal regulation including by not limited to the Civil Rights Act of 1964, Title IX Education Amendments of 1972, and the Rehabilitation Act of 1973.

There are no membership requirements. Everyone is welcome to join the club. There are no membership fees.

### Duties of Club President and Club Financial Officer

#### 4. Duties of Student Organization President \*

- Preside over all meetings
- Call general and special meetings
- Carry out the provisions of the constitution
- Appoint committees and the chairperson
- Oversee all committee activity
- Primary contact with the college (required duty)
- Ready to consult any member or officer regarding the club
- Reserve rooms for various events/meetings
- Insure an easy transition for members/officers from term to term

#### 5. Duties of Financial Officer \*

- Handle funds and finances for club
- Keep financial records and collect dues and fees
- Pay bills and release funds as voted upon by the general membership
- Make financial reports when called upon to do so by the general membership
- Assist in scheduling fundraisers

6. Does your club and any other officer positions other than President and Financial Officer \*

- ☒ Yes, this student organization has additional officers
- ☐ No, these are the only officers for this student organization

### Additional Officer #1

7. Name of Officer #1 \*

Mohammad Abuirbaleh

8. Title of Officer #1 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Vice President

9. Duties of Officer #1 \*

- Assume the duties of the President in his/her absence.
- Perform any duties delegated to him/her given by the President
- Manage elections for upcoming terms ?
- Help gather necessary materials or items for upcoming meetings/events
- Manage officer contact information

10. Does your student organization have any additional officers? \*

- ☒ Yes, I will add another officer
- ☐ No, I have already entered information for all of my officers

### Additional Officer #2

11. Name of Officer #2 \*

Kimberly Aileen Ramirez Molina

12. Title of Officer #2 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Secretary

13. Duties of Officer #2 \*

- Keep accurate minutes of all meetings
- Act as correspondence clerk (handle all e-mails) in a diligent manner
- Type up and distribute agendas for all meetings
- Account, organize, maintain club e-mail account

14. Does your student organization have any additional officers? \*

- ☒ Yes, I will add another officer
- ☐ No, I have already entered information for all of my officers

### Additional Officer #3

15. Name of Officer #3 \*

Saul Alejandro Ayar

16. Title of Officer #3 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Inter-Club Council Representative

17. Duties of Additional Officer #3 \*

- Attend ALL ICC meetings
- Report the results of ICC meetings to the organization
- Maintain relations with other club representatives/previous club members ?
- Schedule alumni to be guest speaker

18. Does your student organization have any additional officers? \*

- ☒ Yes, I will add another officer
- ☐ No, I have already entered information for all of my officers

### Additional Officer #4

19. Name of Office #4 \*

Chloe Lefrere

20. Title of Officer #4 \*

Ex: Vice President, Webmaster, Social Media, Historian, etc.

Social Media Representative

21. Duties of Officer #4 \*

- Take photos/videos, create posts to highlight club events, projects, and members.
- Reply to DMs/comments and interact with members/followers.
- Shape the club's online voice and brainstorm ideas to grow and reach engagement.
- Get approval by officers to post

## 22. Does your student organization have any additional officers? \*

- ☐ Yes, I will add another officer
- ☒ No, I have already entered information for all of my officers

## Officer Requirements

## 23. Officer Selection Procedures \*

Please give a detailed description of the procedure for selecting of officers for your organization.

- Stand in front of the organization
- Say why you want the position
- Answer questions by the members when asked
- Officers are elected by majority vote of the members

## 24. Office Eligibility Criteria \*

Please describe in detail, any criteria and/or requirements for being considered for an officer position in this student organization. Ex: member for one year, attended all meetings, nominated by a member, complete an application, etc.

- Show good leadership qualities
- Demonstrate they can do the job

## 25. Officer Term \*

How long is the term for officers. Ex: end of semester, end of academic year, etc.

- President and Vice President - One academic year
- Secretary, Treasurer, ICC Representative, Social Media Representative - One Semester
- Officers can be re-elected
- The President and VP cannot be re-elected

## 26. Officer Removal Process \*

Please give a detailed description of the process for removing an officer?

- Officers come up with ideas of removal/adding (explain reasoning). More than 51% of the club members need to vote in removal of an officer

## Amendments

## 27. Process for Amending Student Organization Constitution \*

- Any member can propose an amendment and discuss as a whole. The decision ultimately falls to the Officers

## 28. Notification of Amendments to Constitution \*

Please state how and when members of this organization will be notified of amendments to this constitution.

- Members will be informed of the finalized amendments the day of change