

PREAMBLE

The Student Government Association of Borough of Manhattan Community College has the regulatory power to grant, refuse, suspend or revoke the charter of all student clubs.

ARTICLE I – NAME

The name of this club shall be Muslim Student Association (MSA)

ARTICLE II – MISSION

The mission of this club shall be:

- A. To create an open environment for muslim students.
- B. The purpose of this club is to increase the understanding of Islam and Islamic culture, traditions and people through open dialogue, weekly bonding events, campus-wide fundraisers & festive celebrations!
- C. To improve Islamic knowledge for muslim students.

ARTICLE III – MEMBERSHIP

- A. All BMCC students are welcome to join this club.
- B. Members must attend three (3) consecutive meetings in the first five (5) weeks and two meetings each month, thereafter, in order to be in good standing and vote on club issues. Officers are also members.
- C. A member who has missed three (3) consecutive meetings will be automatically disqualified from voting on club issues and lose good standing. Disqualified member must comply with (Art. III, B) in order to be reinstated.
- D. A member who behaves in an inappropriate manner may be disqualified to vote for a pre-determined amount of meetings (not to extend into the next semester) by a two-thirds vote of the

members present.

ARTICLE IV - OFFICERS

A. The club officers shall be: President, Vice President, Treasurer and Secretary. Officers must have a minimum 2.3 overall GPA (first semester students are not eligible). They must be registered for at least six (6) credits and have earned at least 12 credits at BMCC.

B. Candidates for each Officer position shall make a statement prior to a vote. Candidates shall be elected in the following order from first to last: President, Vice President, Treasurer, Secretary. A losing candidate may then be nominated for another Officer position. A majority vote of the entire club membership is required to elect a candidate.

C. Duties of the club officers

1. The duties of the President shall be to:

- a. Serve as chairperson of club meetings and enforce parliamentary procedures.
- b. Prepare an agenda for club meetings.
- c. Guide the club officers in their duties.
- d. Represent the club at campus meetings.
- e. Keep the club advisor informed.
- f. Call regular meetings with club officers.
- g. Assign tasks and responsibilities to club officers and to members.
- h. Coordinate event planning, member recruitment and member retention.
- i. Develop club budget request with club officers.
- j. Know and understand club constitution.
- k. Vote only to make a tie or to break a tie.

PREAMBLE

The Student Government Association of Borough of Manhattan Community College has the regulatory power to grant, refuse, suspend or revoke the charter of all student clubs.

ARTICLE I – NAME

The name of this club shall be the Ping Pong Club.

ARTICLE II – MISSION

The mission of this club shall be:

- A. To provide opportunities for students to play ping pong.
- B. To teach beginning students how to play the game.
- C. To improve the ping pong skills of students.

ARTICLE III – MEMBERSHIP

- A. All BMCC students are welcome to join this club.
- B. Members must attend three (3) consecutive meetings in the first five (5) weeks and two meetings each month, thereafter, in order to be in good standing and vote on club issues. Officers are also members.
- C. Members must also play ping pong at club sponsored activities and serve on one club committee in order to be in good standing and vote on club issues.
- D. A member who has missed three (3) consecutive meetings will be automatically disqualified from voting on club issues and lose good standing. Disqualified member must comply with (Art. III, B) in order to be reinstated.
- E. A member who behaves in an inappropriate manner may be disqualified to vote for a pre-determined amount of meetings (not to extend into the next semester) by a two-thirds vote of the members present.

ARTICLE IV - OFFICERS

A. The club officers shall be: President, Vice President, Treasurer and Secretary. Officers must have a minimum 2.3 overall GPA (first semester students are not eligible). They must be registered for at least six (6) credits and have earned at least 12 credits at BMCC.

B. Candidates for each Officer position shall make a statement prior to a vote. Candidates shall be elected in the following order from first to last: President, Vice President, Treasurer, Secretary. A losing candidate may then be nominated for another Officer position. A majority vote of the entire club membership is required to elect a candidate.

C. Duties of the club officers

1. The duties of the President shall be to:

- a. Serve as chairperson of club meetings and enforce parliamentary procedures.
- b. Prepare an agenda for club meetings.
- c. Guide the club officers in their duties.
- d. Represent the club at campus meetings.
- e. Keep the club advisor informed.
- f. Call regular meetings with club officers.
- g. Assign tasks and responsibilities to club officers and to members.
- h. Coordinate event planning, member recruitment and member retention.
- i. Develop club budget request with club officers.
- j. Know and understand club constitution.
- k. Vote only to make a tie or to break a tie.

2. The duties of the Vice-President shall be to:

- a. Take over the responsibilities of the President when he/she is unable to carry out his/her duties.

b. Insure that club officers and members carry out their responsibilities and assigned tasks.

c. Know and understand club constitution.

d. Vote on all club motions.

3. The duties of the Treasurer shall be to:

a. Insure that club budget request is properly completed and submitted on time.

b. Complete all required disbursement forms for approved events and expenditures.

c. Prepare and present the club budget and expenditures to officers and members at each meeting.

d. Know and understand the club constitution.

e. Vote on all club motions.

4. The duties of the Secretary shall be to:

a. Keep all non-financial records of the club.

b. Maintain a list of members in good standing.

c. Take and prepare minutes for all meetings.

d. Coordinate communications to club members and to the college community.

e. Know and understand the club constitution.

f. Vote on all club motions.

ARTICLE V – CLUB ADVISOR

A. The Club Advisor is expected to do the following:

1. Meet regularly with club officers.

2. Attend regular meetings and club officer meetings as requested.

3. Explain and clarify campus policy and procedures.

4. Attend approve on-campus and off-campus club events.

5. The club advisor may be elected by a majority vote of the members present.
6. The club advisor may be removed by a majority vote of the members present.

ARTICLE VI - MEETINGS

- A. The club shall meet every Wednesday at 2pm during the fall and spring semesters.
- B. The number of members required to be present in each meeting in order to vote on motions (quorum) is a majority (half plus one) of all members in good standing including two officers.
- C. All parliamentary questions not determined by this constitution shall be decided by the current edition of Robert's Rules of Order Revised.

ARTICLE VII – AMENDMENT PROCEDURES

- A. A motion to amend the constitution may be made in any meeting.
- B. The vote on the motion must be made in the next meeting after members have reviewed the proposed change(s).
- C. This constitution may be amended (changed) by a two-thirds vote of the all of the members in good standing.