

COCC Native American Club – Constitution



Instituted during Winter Term 2010

Article I: Name

Section I: COCC Native American Club

Article II: Purpose

Section 1: The COCC Native American Club goals include:

- i. Providing cultural learning opportunities for Native American students
- ii. Providing a support system and networking opportunities in the community.
- iii. Recruiting and Retaining Native American Students at COCC.
- iv. Promote equality and fairness through cultural sharing.
- v. Increase campus diversity through community involvement.
- vi. Provide a drug and alcohol free atmosphere and ethic.
- vii. Create awareness about Native American issues.
- viii. Work together on educational goals.
- ix. Cultural preservation for all tribes and groups represented in the club and community.

Section 2: The club plans to offer the COCC Campus; a sanctuary for fellow Native American students, a support system on campus, educational and academic goal planning and advising, participation in fund raisers and club events ie., Salmon Bake and Powwow Fund Raisers.

Article III: Membership, Voting and Duties of the Club

Section 1: The club membership requirements include the following items:

- i. Attendance: At least 50% attendance at club meetings each term.
- ii. Participation: Actively voice your opinion and ideas, and vote when necessary.
- iii. Conduct: The club will not condone any acts of verbal or physical aggression or threats at all. Club members who violate the "Conduct" code can be removed from the club by majority vote after a second offence. No club member is to disallow for the opinions of others or disrupt others while talking.

Section 2: The COCC Native American Club is open to any new person interested in the club. However, only currently enrolled COCC or OSU Cascades students can act as voting members.

Section 3: ASCOCC Meeting attendance can be fulfilled by any COCC Native American Club member. ASCOCC Meeting attendees to be determined each new term pending on student schedules and availability.

Section 4: Active club members who submit their names to the club, as current club members, and who attend 50% of the club meetings each term.

Section 5: Club voting shall take place each new Spring Term beginning Winter Term 2010, with the next elections as follows 1. Winter Term 2010 2. Spring Term 2011 3. Spring Term 2012 and so on. Majority vote required for a new club officer to be voted into office.

Article IV: Officers and Officer's Duties

Section 1: Club officers names will be submitted to the ASCOCC each new voting term. Spring Term 2009/Winter Term 2010 officer names as follows:

1. Nikiya Courtney: Club President
2. Frank Brunoe: Vice President
3. Barbara (Star) Weatherall: Secretary
4. Treasurer (Not filled during this voting term)

Section 2: The COCC Native American Club Officers

1. President

I. Purpose and Role

- a. Fulfill COCC Native American Club Mission Statement
- b. Offer support and leadership within the Native American community at large.
- c. Act as a representative of the Native American Club at COCC functions and events. As well as community functions in the greater community.
- d. Oversee all activities and affairs of the Native American Club including all business affairs such as transactions with the ASCOCC (including Funds Requests).

II. Duties

- a. Delegate club responsibilities
- b. Chair all club meetings
- c. Attend ASCOCC meetings or delegate another club member to attend meetings.
- d. Determine when vote needs to be taken on a club issue
- e. Train new officers
- f. Promote members including recruiting and engaging members in the club and in the COCC community.

III. Requirements and Job Qualifications

- a. Organizational skills
- b. Ability to work in stressful conditions
- c. Diplomacy

2. Vice President

I. Purpose and Role

The Vice President acts as a leader and role model within the club and community.

II. Duties

- a. Chair meetings and act as club leader when President is not available.
- b. Next in line should club President decide to withdraw.
- c. Facilitator between ASCOCC and Club.

III. Requirements and Job Qualifications

Mediating skills and ability to be objective.

3. Secretary/Events Coordinator

I. Purpose and Duties

- a. Take and distribute meeting minutes
- b. Keep up to date club roll of members and email address
- c. Create agenda for club meetings/weekly
- d. Be facilitator between club and Native American Program Coordinator.
- e. Email and or distribute club election and meeting information.
- f. Contribute to Facebook pictures and postings

II. Requirements and Job Qualifications

Computer Skills, Agenda authoring, and minute taking. Distribute mass club emails as needed. Desire to practice and learn good communication skills.

4. Treasurer

I. Purpose and Duties

- a. Prepare all Funds Requests with the ASCOCC and COCC Foundation Office.
- b. Maintain financial records
- c. Having club financial records for club member review. Keeping financial records in a binder stored on campus should be sufficient.
- d. Safe keep and deposit proceeds from club fundraisers.
- e. Be available for all fund raisers to attend to revenue, drawer counting, and cashiering. Assign one active club to witness all funds counting and revenue accounting.

II. Requirements and Job Qualifications

- a. Learn and know how to request funds from ASCOCC and COCC Foundation Office. Be responsible for all funds requests.
- b. Accounting and or Math Skills. Comfortable with numbers and mathematics.

Article V: Amendments and Addendums

Section 1: Amendments and Addendums to the constitution and by-laws must be submitted in writing to the ASCOCC Clubs and Programs Coordinator and must bear the signatures of at least 1/3 of the members of the club. The ASCOCC Clubs and Programs Coordinator shall submit the amendment/addendum at the pending ASCOCC meeting. The amendment/addendum shall be passed and ratified if the members of the ASCOCC give a two-thirds vote for the affirmative.