

Volunteer Ministries Club

Siena College

April 9, 2011

Article One: Name

We will be known as the Volunteer Ministries Club, aka VMC.

Article Two: Purpose

The purpose of the Volunteer Ministries Club is to provide a forum of discussion and opportunity for service based upon the principles of the Christian faith. Our mission reflects that of the college and the Chaplain's office in that we seek to "foster a campus culture wherein each member of the community is revered as uniquely created in the divine image, and all are encouraged to grow in personal relationship with God, intelligent reflection on their faith, and selfless service to one another and the wider world." We seek to accomplish this through making the connection between scripture (through prayer, reading, and discussion) and the service that various faiths compel their followers to perform. We encourage members of all faiths and beliefs to join.

Article Three: Club Membership

All members of the Siena student body are eligible to join regardless of other faith traditions or backgrounds. Members are expected to attend weekly meetings and to be involved in service opportunities as they arise. Members should also come prepared and willing to respectfully engage in conversation. Any student can become a member at any point in the semester.

Subsection A: Active membership is defined as a member who makes an effort to make it to the majority of the meetings or events.

Article Four: Officers

The primary four office positions are: President, Vice-President, Secretary, and Treasurer and will be elected once a year by the majority of active club members. Officers are eligible to run for re-election of the same office or another office.

The president of the VMC will be responsible for running the weekly meetings, as well as the weekly e-board meetings. Additionally, the president will be responsible for making sure each member of the board takes an active role in planning and participating in VMC events. Finally, the president will be present at all VMC meetings.

The vice-president will act as the chairperson to the VMC sub-committees. He or she will hold meetings with the committee as frequently as he or she deems necessary, but no less than once a month. Additionally, if for some dire reason the president is unable to attend a weekly meeting, the vice-president will be responsible for running the meeting.

The secretary will be responsible for recording the minutes for each meeting, as well as typing the agenda for the meeting. Other materials that need to be typed, photocopied, and distributed to the board members will also be the responsibility of the secretary. The secretary will be responsible for making sure events are publicized through a variety of medias, including but not limited to: e-mail, posters, flyers, and phone calls. The secretary will be responsible for delegating these responsibilities to other board members, and overseeing the completion of these tasks.

The treasurer is expected to handle all monetary responsibility for the board. This entails making any deposits or withdrawals to or from the VMC budget. The treasurer will also be responsible for keeping a log of all transactions concerning the budget funds. The treasurer will make weekly treasury reports to the board. Finally, the treasurer will be responsible for attending campus budget hearings and treasury meetings.

Subsection A: Line of Succession:

- In the event of a vacancy, impeachment or resignation of any E-Board position, there will be a special election that any active member (as defined in Subsection A of Article 3) will be able to vote in.
- The special election will be held within 5 business days of the position being vacant.
- The special election will be done by secret ballot and tallied by the club's advisor.

Article Five: Voting

(a)Nominations will occur at a regular club meeting within the first two (2) weeks of Spring Semester;

(b)Elections will be held at the regular club meeting, immediately following Nominations;

- (c) All club members in good standing, with the exception of the President, are eligible to vote;
- (d) In the case of a tie, the President upon acknowledgment of the tie, shall cast a vote to break the tie;
- (e) In the case of a tie for an office in which the incumbent President is a candidate, a runoff election shall be held at the following meeting; club officers are excluded from voting in the runoff election.

Article Six: Impeachment

Officers who are inactive for a period of one month in club activities or show a blatant disregard for the purpose of the club can be brought to impeachment by a majority of the remaining officers and are subject to removal by a simple majority vote of active club members in good standing.

Article Seven: Adoption and Ratification

This Constitution will be declared adopted or rejected upon majority approval of active members as defined in Subsection A of Article 3.

Article Eight: Meetings

Meetings will be held once a week for no more than two hours each time. Meetings will be comprised of discussion related to Biblical scripture in which faith based interpretations and opinions will be encouraged. Because the discussion is focused on the Bible, Christian faith will be the primary basis for discussion.

Any new members are welcome each week and previous members are expected to take their membership as a priority. New members are not required to believe in the Christian faith, they may be members of any faith or worldview.

Article Nine: Activities

Along with the weekly meetings, the club will be holding various volunteer and faith based activities throughout the year. The club may, but is not limited to, working with the following outside organizations for volunteer activities: Capital District Rescue Mission, Youth for Christ, Alzheimer's Association, Regional Food Bank of Northeastern New York, and Schenectady Inner City Ministry. The club also may, but is not limited to, working with the following outside organizations for faith based activities: Cru, Grace Fellowship, Green Hills Alliance Church, Siena College Chaplain's Office and the Siena College Friary. This is not intended to be a comprehensive list of all organizations the club may work with. The club is also

not obligated to work with these groups, but an established relationship with many of these organizations allows us to further the purpose of the club and the college to help serve the community and grow in our relationship with God. The club is welcome to invite Guest Speakers as it wishes from any of the above organizations or any other organization with approval of the e-board in accordance with all policies of Siena College regarding such visitors.

Article Ten: Fees and Dues

We reserve the right to charge dues with the success of our club and its membership in mind.

Article Eleven: Consultant/ Advisor

One on campus faculty adviser is sufficient for overseeing the activities of the e-board. Their input will be taken seriously into consideration with e-board decisions. The faculty adviser is encouraged to meet with advisers from off campus organizations that the club may work with.

Article Twelve: By-Laws

The members of the organization must abide by the rules and policies set forth from the Siena Club and organization manual.

Article Thirteen: Amendment Procedure for Constitution

Amendments will be determined by 3/4 of the elected members of the club. Any changes to the constitution will be made and determined upon majority approval of the active club members.

Article Fourteen: Ratification

This constitution effective upon ratification of a majority vote of active club members and approval of the Siena College Student Senate.

Article Fifteen: Effective Date

This constitution was ratified by its members on _____. This constitution was approved by the Siena College Student Senate on _____.

Article Sixteen: Renewal Date

This constitution must be reevaluated every 3 years, as in accordance with the Siena College Student Senate rules and regulations. March 25, 2014 is the next date the Constitution will be required for reevaluation by the Committee on Chartering and Club Management (CCM) and Student Senate.