

2023-2024 Student Organization Constitution (COPY)

1. Student Organization Name *

Please enter full name AND any acronyms.

Chabot DECA

2. Organization Purpose *

Enhance Skills of Business Students

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 but not limited to the Civil Rights Act of 1964, Title IX Education Amendments of 1972, and the Rehabilitation Act of 1973.

Membership in National DECA

Duties of President and Financial Officer

4. Duties of Student Organization President *

Conduct Meetings, Identify and Coordinate Activities, Assist students with business skills

5. Duties of Financial Officer *

Maintain accounts of all financial records for school and any fundraising

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. Title of Additional Officer #1 *

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

Vice President

8. Duties of Additional Officer #1 *

Conducts club activities in conjunction with Club President

9. 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

10. Officer Selection Procedures *

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

Students with one year's experience in the club are eligible for leadership. Chosen by membership.

11. 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.

Students with one year's experience in the club are eligible for leadership. Must have track record of meeting commitments in previous activities in the Club.

12. Officer Term *

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

One year.

13. Officer Removal Process *

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

An officer may be removed if they do not attend 50% of sessions. Officer may be removed if they fail to complete the activities they were assigned and committed to. (Exceptions for hardship).

Amendments

14. Process for Amending Student Organization Constitution *

Vote of membership.

15. Notification of Amendments to Constitution *

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

Club members will receive an email.