

2023-2024 Student Organization Constitution (COPY)

1. Student Organization Name *

Please enter full name AND any acronyms.

My Sister's Keeper (MSK)

2. Organization Purpose *

My Sister's Keeper (MSK) is a leadership development/support group of African American Queens. We are a sisterhood of educated women that meets weekly in an inclusive and loving space, to inspire, and empower

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.

currently enrolled at Chabot College and active members of MSK

Duties of President and Financial Officer

4. Duties of Student Organization President *

Work with advisors to develop agenda for weekly meetings. Support the organization of community outreach projects.

5. Duties of Financial Officer *

Keep track of funds to support the work of the group

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 *

Support the president and work of the group.

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

Additional Officer #2

10. Title of Additional Officer #2 *

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

Community Liaison

11. Duties of Additional Officer #2 *

Work with BCRC, UMOJA to promote the different programs at Chabot.

12. 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

13. Officer Selection Procedures *

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

Enrolled in at least 5 units and a minimum overall GPA of 2.0

14. 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.

Must be member for one academic year, attend all weekly meetings and complete the MSK application and nominations by peers.

15. Officer Term *

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

2 years

16. Officer Removal Process *

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

Majority vote amongst officers after conferring with Club advisors.

Amendments

17. Process for Amending Student Organization Constitution *

Majority vote by Club officers after consulting with club advisors.

18. Notification of Amendments to Constitution *

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

Through email, CANVAS, and club meeting announcements.