

Macon State College

English Studies Organization

Constitution

ARTICLE I - NAME AND PURPOSE

- A. The name of this organization shall be known as the English Studies Organization (ESO).
- B. The purpose of the English Studies Organization shall be to promote English studies at Macon State College by providing students with opportunities to enrich their appreciation of literature.
- C. This organization will support the mission of Macon State College and will subscribe to the policies and procedures of the University System of Georgia and Macon State College.

ARTICLE II - MEMBERSHIP

- A. Active membership is confined to regularly enrolled MSC students who have a minimum academic load of three (3) hours per semester.
- B. Membership will not be denied because of race, national origin, color, sex, age, religion, or disability.
- C. Faculty and staff of the college are welcome to participate.

ARTICLE III – OFFICERS

- A. Officers of the organization will be: President, Vice-President, Secretary, and Treasurer.
- B. All positions may be shared by co-officers if desired by the membership.
- C. The duties of the President shall be:
 - a. To plan and run meetings.
 - b. To work closely with the advisor(s) to plan lectures, seminars, and events.
 - c. To oversee membership drives and fundraisers.
- D. The duties of the Vice- President shall be to assist the President with his/her duties as necessary.
- E. The duties of Secretary shall be:
 - a. To manage advertising of meetings
 - b. To maintain membership information and minutes from meetings.
- F. The duties of Treasurer shall be to maintain budget and financial records.
- G. All officers must maintain a 2.0 cumulative GPA and must be enrolled at Macon State College during the length of service.
- H. Election of Officers will be held at the end of Spring Semester.
- I. Elections will begin with a nomination period and culminate in a vote taken at a meeting of the ESO membership.

ARTICLE IV - MEETINGS

- A. Meetings will be held on a regular basis during the Fall and Spring Semesters. Meetings during the Summer Semester will be held as needed. Executive meetings of ESO Officers will be held as needed.
- B. Officers should attend all meetings if possible. Officers who do not attend meetings on a regular basis may be asked to step down from their positions.
- C. All meetings, dates, times, and locations will be confirmed through the Office of Student Life prior to publication and/or announcement of these meetings.

ARTICLE V - ADVISORS

- A. Advisors shall be members of the MSC Academic Council.
- B. Advisors shall be selected by the student members of the ESO and approved through their division chair and/or supervisor. Advisors shall also be approved by the Executive Committee of the Academic Council.
- C. Mary Wearn shall serve as the faculty advisor for the organization. She accepts the responsibilities of the advisor and will approve all events and activities of this organization.

ARTICLE VI - REVENUE

- A. All monies collected from fundraisers must be deposited into the organization's MSC account. These deposits will be made through the MSC Business Office as soon as possible after the monies have been collected.
- B. No petty cash or slush funds will be kept by any member or advisor of this organization.
- C. All fundraisers will be approved by the Office of Student Life at least two weeks prior to the actual event and will follow all the guidelines as outlined in the RSO recognition process.

ARTICLE VII – RATIFICATION

- A. This constitution is subject to approval and ratification by the organization's student members, MSC Student Government Association, the Office of Student Life, and the Dean of Students.

ARTICLE VIII – BY-LAWS

- A. This constitution may be supplemented with by-laws, which pertain to
the above articles.
- B. An electronic and paper copy of any and all By-Laws will be filed with the Office of Student Life.

ARTICLE IX – AMENDMENTS/SUPPLEMENTS

A. A written notice may be presented to the membership at a regular meeting to amend or supplement any part of this constitution.

B. Any amendment/supplements to this constitution will then be submitted to the Office of Student Life for approval.

This constitution was approved by SGA 1/24/11