A. T. STILL UNIVERSITY
ROTARACT CONSTITUTION

Article I – Name
The name of this organization shall be the Rotaract club of A. T. Still University (ATSU).

Article II - Purpose and Goals
The purpose of Rotaract is to provide an opportunity for young men and women to enhance the knowledge and skills that will assist them in personal development, to address the physical and social needs of their communities, and to promote better relations between all people worldwide through a framework of friendship and service.

The goals of Rotaract are:
1. To develop professional and leadership skills.
2. To emphasize respect for the rights of others based on recognition of the worth of each individual.
3. To recognize the dignity and value of all useful occupations as opportunities to serve.
4. To recognize, practice and promote ethical standards as leadership qualities and vocational responsibilities.
5. To develop knowledge and understanding of the needs, problems and opportunities in the community and worldwide.
6. To provide opportunities for personal and group activities to serve the community and promote international understanding and goodwill toward all people.

Article III - Sponsorship
1. The sponsor of ATSU Rotaract Club is the Kirksville Rotary Club, which through a committee of not less than one Rotarian, shall provide guidance and have supportive responsibility for this Rotaract club. The continued well-being of this club shall depend on the continued active personal participation of the sponsoring Rotary club.
2. The club shall include on all of its stationary the name of its sponsoring Rotary club.
3. The basis of organization shall be men and women enrolled in programs at ATSU, in the vicinity of the sponsoring Rotary club. This club is not part of, nor do its members have any rights or privileges with respect to the sponsoring Rotary club.
4. This club is a non-political, non-sectarian organization.
5. In the event that the sponsoring Rotary club is terminated, the governor of the Rotary district will seek to install another sponsoring Rotary club; if one cannot be found within 120 days, the Rotaract club will be terminated

Article IV - Membership
1. The membership of this club consist of men and women of good character and leadership potential enrolled in ATSU or affiliated with ATSU through but not limited to employment or a familial or spousal relationship with an ATSU affiliated individual.
2. The method of electing members of this club is detailed in the club by-laws.
3. All Rotary Foundation scholars, who are within the age guidelines adopted by the board for the Rotaract program, shall be eligible for guest Rotaract club membership during the period of their study in another country.
4. Membership shall automatically terminate (a) upon termination of the club or (b) graduation from ATSU.
5. Membership may be terminated (a) upon failure to continue to meet the qualifications for membership, or (b) for cause, as determined by this club by vote of not less than 2/3 of all the members in good standing.

Article V - Meetings
1. The club shall meet at least every other month, as provided in the by-laws at a time and place suited to convenience of the members.
2. The board of directors shall meet as provided in the by-laws.
3. Rotary International requires each sponsoring Rotary club to designate one or more members of its club to attend the meeting(s) of its Rotaract club(s) at least once a month.
4. Meetings of the club and of the board of directors may be cancelled during holiday or action periods at the discretion of the board of directors, provided that notice is given to the sponsoring Rotary club and the district Rotaract representative.
5. Minutes of the meetings of the club and board of directors shall be provided to the chairman of the sponsor Rotary club's Rotaract committee within two weeks after each meeting is held.

Article VI - Officers and Directors
1. The officers of this club shall be a president, vice president, secretary, treasurer and such additional officer(s) as may be provided in the by-laws.
2. The governing body of this club shall be a board of directors composed of the president, immediate past president, vice president, secretary, treasurer and additional directors whose number shall be determined by the club, all to be elected
from among the members in good standing. All decisions, policies and actions of the board and of the club shall be subject to the provisions of this constitution and policy established by Rotary International and its members. This club is also subject to the regulations and policies established by the Student Government Association (SGA) and ATSU for extracurricular activities at KCOM.

3. The board of directors shall have general control over all officers and committees and may, for good cause, declare any office vacant. It shall constitute a board of appeals from the rulings of all officers and actions of all committees.

4. Elections of officers and directors shall be held annually prior to 1 March by methods compatible with the SGA constitution and by-laws as well as the by-laws of this club. The term of office of all officers and directors shall be one year. No provisions shall be made for a term of office shorter than one year except with the written permission of Rotary International (RI).

5. All incoming Rotaract club officers, directors and committee chairmen shall be provided with leadership training from the district Rotaract committee in conjunction with the RI district Rotaract committee.

6. As required by ATSU, the organization must have at least an advisor who has faculty standing at ATSU.

**Article VII - Activities and Projects**

1. Within the limits prescribed in Section 1 of Article III, this club shall be responsible for planning, organizing, financing and conducting its own activities and shall itself supply money, manpower and creative imagination necessary thereto, except in the case of joint projects or activities undertaken in cooperation with other organizations, such responsibility shall be shared with such other organizations.

2. This club shall undertake among its activities at least two major service projects annually, one to serve the community and the other to promote international understanding and each shall involve all or most of the club members.

3. This club shall provide for a professional development program for its members.

4. It is the responsibility of the club to raise the funds necessary to carry out its program. It shall not solicit or accept more than occasional or incidental financial assistance from the sponsoring Rotary club, nor shall it make general solicitation from Rotary clubs other than its sponsoring Rotary club or from other Rotaract clubs; nor shall it solicit financial assistance from individuals, business or organizations in the community without giving something of value in return. All funds raised for service projects must be expended for that purpose.

**Article VIII - Committee**

1. There shall be provided in the by-laws of this club the following standing committees; club service, international service, community service, professional development, finance and such other standing committees as may be deemed necessary or convenient for the administration of this club.

2. The president, with the approval of the board, may appoint such special committees as he may deem necessary, citing their duties at the time of appointment. All such special committees shall lapse upon the completion of their duties, upon discharge by the appointing president, or with the end of his/her term of office, whichever occurs first.

**Article IX - Fees**

1. Each sponsoring Rotary club upon organization of a new Rotaract club shall be required to pay an RI Rotaract organization fee equivalent to US$50 with the “Rotaract Club Organization List.”

2. Any fees, dues, or assessments on the membership of the club shall be nominal and shall only be for the purpose of meeting the administration costs of the club. Funds for activities and projects undertaken by the club shall be raised apart from such fees, dues or assessments. A thorough audit by a qualified person shall be made once each year of all the club's financial transactions.

**Article X - Acceptance of Constitution and By-Laws**

Every member of the club, by acceptance of membership, thereby accepts the principles of Rotaract as expressed in its purpose and goals and agrees to comply with the constitution and by-laws of this club, and on these conditions alone is entitled to the privileges of the club. No member shall be absolved from the observance of the constitution and by-laws on the plea that a copy of them has not been received.

**Article XI - Rotaract Emblem**

1. The Rotaract emblem shall be preserved for the exclusive use and benefit of Rotaract club members. Each member of this club shall be entitled to wear or otherwise display the Rotaract emblem in a dignified and appropriate manner during the period of membership. Such entitlement shall be relinquished upon termination of membership or termination of the club.

2. When displayed by individual club members, the emblem may be used without further information. When the emblem is used to represent a club, the name of the club should appear with the emblem.
Article XII - Duration
This club shall exist so long as it continues to function in accordance with the provisions of this constitution and policy relating to Rotaract established by Rotary International, or until it is terminated (a) by this club upon its own determination and action (b) by the sponsoring Rotary club upon withdrawal of its sponsorship, after consultation with the district governor and district Rotaract representative or (c) by Rotary International for failure to function in accordance with this constitution or for other cause. Upon termination of this club, all rights and privileges relating to the Rotaract name and emblem shall be relinquished by the club and by its members individually and collectively.

ROTARACT BY – LAWS

By - Laws of the Rotaract club of A. T. Still University

Article I - Elections
1. Election for the offices of president, vice president, secretary and treasurer will be held annually prior to March 1. The newly elected officers will take office on June 1 of each year. The elections of the committee directors will be held in conjunction with the second meeting in September meeting, not to be held any later than September 30. Committee directors will be in office until their replacements are elected in September.
2. Nominations of officers shall be made in writing no later than the beginning of the meeting in March designated for elections. Nominations of committee directors shall be made in writing no later than the beginning of the September meeting designated for elections. Voting shall be done by a show of hands with a simple majority carrying the vote. Members must be in good standing for their vote to be counted.
3. There shall be at least three committee directors elected each September.

Article II - Duties of Officers
1. President. The president shall preside at all regular and special meetings of the club and the board of directors. The president shall, with the approval of the board, appoint all standing and special committees and in the event of a vacancy in the board of directors, shall with the approval of the board fill such vacancy by appointment until the next regular election of the club. The president shall be an ex officio member of all committees. The president shall maintain communication with the sponsor club and the district Rotaract representative to ensure they are continually informed of all actions taken by the club.
2. Vice President. The vice president shall succeed to the office of the president in the event or removal of the latter for whatever cause, and in the absence of the president, shall preside at all meetings of the club and of the board.
3. Secretary. The secretary shall maintain all club records. The secretary shall keep minutes of all the meetings of the club and board of directors, and provide copies of such to the chairman of the sponsor Rotary club's Rotaract committee.
4. Treasurer. The treasurer shall have custody of all club funds, maintaining all necessary records and depositing all such funds in a bank approved by the board of directors. The treasurer shall report on the club's financial status at each meeting of the board of directors as well as quarterly to the club at large. The treasurer shall hold all of the club's financial records available for inspection by any club member. All disbursements shall be by check and with the signature of two authorized officers.

Article III - Meetings
1. Meetings of the club shall be at least every other month at a time and place suited to the convenience of the membership.
2. The board of executives shall meet at least every other month separate from the club meeting.
3. A simple majority of the members in good standing shall constitute a quorum at any regular or special meeting of the club. Any four members of the board, one of whom must be the president or vice president, shall constitute a quorum at any meeting of the board.

Article IV - Fees and Dues
1. The membership and dues shall be a combined $30.
2. All fees and dues must be paid before a member will be considered in good standing.

Article V – Committees
Each committee will consist of two or more members with one chair responsible for carrying out specific projects and assignments throughout the year. The chair will also report on their committee’s progress at each club meeting.

1. Recruitment. This committee shall be responsible for attendance, membership, programs, fellowship, public relations, and such other matters as may be deemed appropriate.
2. **International service.** This committee shall be charged with primary responsibility for enhancing knowledge and understanding of worldwide needs, problems and opportunities and developing activities to give service for promoting international understanding and good will toward all people.

3. **Events.** This committee will have sub-committees each responsible for one service project during the year. This committee shall have responsibility for enhancing knowledge and understanding of community needs, problems and opportunities and for formulating and developing appropriate activities for serving the community (including the university community).

4. **Professional development.** This committee shall be responsible for developing a program designed to provide information about a wide cross-section of business and professions and to stimulate awareness and acceptance of high ethical standards in business and professional life. This committee will focus on cultivating a better and broader understanding of the business and financial aspect of practicing medicine.

5. **Fundraising.** This committee shall devise a ways and means of financing any and all club activities requiring funds, in cooperation with the appropriate committee.

### Article VI - Amendments

1. These by-laws may be amended by majority vote of the members in good standing at any regular or special meeting of the club at which a quorum is present, provided notice of intention to call such a vote is given at least fourteen days earlier at a meeting of the club at which a quorum is present, and provided such amendment is approved by the sponsoring Rotary club.

2. Nothing in these by-laws shall contravene any provision of this club's constitution, or the constitution of the Student Government Association of ATSU.

### Article VII - Alcohol Policy

The following policy must be adhered to at all Rotaract sponsored and cosponsored events.

1. No club funds will be allotted for the purchase of alcohol at club sponsored or cosponsored events.

2. Only beer and non-fortified wine will be served by a contracted proprietor.

3. The sponsors/cosponsors will provide alternate beverages throughout the event.

4. The sponsors will also provide food that will be available throughout the event.

5. No alcohol may be brought into the event, from the outside, by anyone attending the event. Violation of this clause will result in expulsion from the event.

6. Alcohol service will be discontinued:
   a. one hour prior to the end of the event.
   b. to any individual who is obviously intoxicated.
   c. to any individual displaying either anti-social or aggressive behavior.
   d. at the discretion of the contracted proprietor.

It shall be the responsibility of the appointed committee to ensure that a contract is let to licensed proprietor as designated per contract.

### Article VIII - Non-discrimination

ATSU Rotaract will not discriminate on the basis of race, color, religion, national origin, sex, gender, age, sexual preference, or disability.