

## **CONSTITUTION of the CLASSICAL ARCHAEOLOGY SOCIETY**

### **Article I.**

1. The name of this organization is the Classical Archaeology Society.
2. The purpose of the Classical Archaeology Society is to develop and promote interest in the archaeology of the ancient Mediterranean world among the students of the University of Oklahoma.
3. The Classical Archaeology Society shall not discriminate on the basis of race, color, religion, national origin, age, gender, sexual orientation, disability, veteran status, marital status or political belief.

### **Article II.**

Any undergraduate or graduate student who is registered in an academic department at the University of Oklahoma shall be eligible for membership in the Classical Archaeology Society.

### **Article III.**

1. The officers of the Classical Archaeology Society shall consist of:
  - a. President
  - b. Vice President
  - c. Secretary
  - d. Treasurer
  - e. Public Relations officer
2. The election of the officers shall take place after April 1 and before May 15 of each year.
3. The following criteria for eligibility shall pertain to the officers:
  - a. An officer may be any undergraduate student at the University of Oklahoma who is a member in good standing;
  - b. Officers may not be special, probational, or conditional students as defined by the University of Oklahoma;
  - c. An officer may have no more than one absence from Classical Archaeology Society meetings without prior arrangement with the other officers. Violation of this criterion shall result in expulsion from the office and will follow with the nomination and election of a replacement at the next scheduled Classical Archaeology Society meeting; and,
  - d. The President must have been an officer of CLAS prior to his or her presidency. If no previous officers have the ability or desire to be the President, then the Faculty Advisor has sole power to choose the President.
4. The President or Vice President shall:

- a. Preside over all Classical Archaeology Society meetings;
- b. Call regular and special meetings of the Classical Archaeology Society;
- c. Carry on correspondence pertaining to this office; and,
- d. Direct the Classical Archaeology Society's goals.

5. The Secretary shall be responsible for:

- a. Recording the minutes of the Classical Archaeology Society meetings; and,
- b. Maintaining a current list of addresses, phone numbers, and e-mail addresses of all Classical Archaeology Society members.

6. The Treasurer shall be responsible for:

- a. Overseeing all finances, including bankbooks, deposits, withdrawals, and bankbook balancing;
- b. Researching opportunities for grants for Classical Archaeology Society activities;
- c. Overseeing fundraising committees and projects; and,
- d. Reporting the status of the Classical Archaeology Society's finances at every officers' meeting.

7. The Public Relations officer shall be responsible for:

- a. Informing the University Community of Classical Archaeology Society activities; and,
- b. Promoting the activities and goals of the Classical Archaeology Society to the public.

#### **Article IV.**

1. The Classical Archaeology Society shall have as an advisor a full-time member of the University faculty or staff.
2. The Faculty Advisor shall assist the Classical Archaeology Society in matters dealing with University of Oklahoma administration at the request of the officers and/or members.

#### **Article V.**

1. The Classical Archaeology Society shall meet twice a semester during the Fall and Spring semesters on a regularly scheduled basis agreed upon by officers at the beginning of each semester.
2. The officers shall meet prior to each Classical Archaeology Society meeting and, as necessary, at special meetings called by the President or Vice President.

#### **Article VI.**

1. Bylaws applying to the function of the Classical Archaeology Society may be proposed by any member in good standing. Proposed bylaws will be read at the next scheduled meeting, but will not be eligible for vote until the following regular meeting, at which time it will require a simple majority vote of the members present to adopt such changes.

2. This Constitution may be altered or amended by a two-thirds consensus of the eligible members at any regular or special meeting, provided that the following conditions have been met:

- a. A seven-day advance notice of the proposed changes and voting date has been given to all members; and,
- b. The proposed amendment or alteration was read in the previous regular meeting, or a copy of the proposal was mailed to all members allowing them possession of the said alterations seven days prior to the meeting.

#### **Article VII.**

1. *Robert's Rules of Orders, Revised* shall govern the parliamentary procedure of all Classical Archaeology Society meetings.

2. The Classical Archaeology Society is not affiliated with any parent organization, and this Constitution, subject to the terms of the University of Oklahoma Student Code, is the sole governing document.

3. The Classical Archaeology Society is subject to local, state, and federal laws.