

Future Executives Association (at North Carolina State University)
May 8, 2008, 2008 submission to NCSU Student Organization Resource Center

The Constitution of the Future Executives Association (at North Carolina State University)

Article I Name & Purpose

Section 1

This organization shall be known as the Future Executives Association (also known as "FEA").

Section 2

Mission Statement:

The Future Executives Association (FEA) of North Carolina State University (NCSU) endeavors to increase our understanding of all facets of executive-level leadership. It is our intent to promote an executive-focused mindset within the student body, fostering an interest in, and inspiring a passion for, the potential future attainment of executive-level roles. Through collaboration and cooperation with the business and non-business communities, we aim to expand the reach of the Jenkins School of Management and facilitate awareness of NCSU as a premiere institution for the development of executive-level leaders.

Section 3

Goals:

To provide and/or promote:

1. Leadership education opportunities
2. Executive career education opportunities
3. Executive mentorship opportunities with successful local executives
4. Relationship-building opportunities through planned events and partnerships with like-minded organizations

Section 4

Vision:

To be the leading organization at the University to promote executive mentorship, external and internal networking opportunities and executive-level education for its members.

Section 5

Designation:

The organization shall be considered "Professional Preparation" as requested by the NC State Student Organization Resource Center.

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Article II Membership

Section 1

Membership shall be open to all regularly enrolled Jenkins School of Management students who are interested in (1) increasing their knowledge of executive career development, (2) networking with local executives and (3) developing mentor-protégé relationships with local community leaders. Non-student members shall be allowed only by unanimous vote by the officers of the organization.

Section 2

Members of the FEA are not selected by officers nor approved by existing members. All members wishing to join must complete a brief questionnaire which will be used as a tool to help assess the assets and needs of the organization's membership. The contents of the questionnaire shall be decided by the Secretary.

Section 3

NC State University Statement regarding the Extra-Curricular Activities of Students on Academic Probation Guideline:

"While any student member of this organization is on probation, as described in the current Suspension Policy, that student member will be expected to not serve in any leadership, performance, or representation capacity which involves a significant responsibility and time commitment away from academic work."

All officers of the FEA are expected to uphold the necessary existing academic requirements of the Jenkins School of Management and those of the University. Any officer who leaves the University or is placed on academic probation for any reason will be asked to resign for that year. In such a case, the remaining officers shall determine a replacement if necessary.

Article III Officers

Section 1

The elective officers for the FEA shall be the President, Vice-President, Secretary, Treasurer and Events Manager.

Section 2

The officers shall be elected by the FEA members to serve a term of one year. Elections shall be held in April for the following school year. Officers shall be known as "officers pro tem" until the beginning of the fall academic semester, wherein they shall be recognized as official.

Section 3

Duties of the Officers:

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Sub-Section 1: The President shall:

1. Preside at all general meetings of the Association.
2. Sign all official documents.
3. Be sole spokesperson for the organization; no other person shall obligate or represent the club unless authorized to do so by the president.
4. Be responsible for maintaining the highest possible safety standards in all activities of the club.
5. At all times strive to guide the Association according to the dictates of the Constitution by ensuring the organization of appropriate meetings and activities.

Sub-Section 2: The Vice President shall:

1. Act as aide to the President and assist the President by performing such duties as the President may delegate to the Vice President.
2. Be responsible for planning and organizing the program presented at each general meeting.
3. Nominate, with the Executive Council's assistance and approval, a committee and chairperson to oversee the planning and execution of special activities, such as speaker invitations and special events.
4. Conduct the duties of the absent President.

Sub-Section 3: The Secretary shall:

1. Keep the minutes of all meetings of the organization.
2. Conduct all correspondence for the organization and keep duplicates of correspondence on file.
3. Have a copy of the Constitution available at all meetings.
4. Make approved changes and additions to the Constitution.
5. Have a complete list of the membership available at all meetings.
6. Organize all member information (from questionnaires) in a form accessible by the officers.
7. Record the annual activity report and retain a printed copy of it to be kept in the organization files.
8. Conduct the duties of the absent Vice President.

Sub-Section 4: The Treasurer shall:

1. Be responsible for club funds.
2. Be in charge of disbursements for operating expenses after obtaining written approval of the President for each expense to be paid. Allocations for equipment and all other major expenses must be approved by the Executive Council.
3. Make and keep systematic records of all receipts and disbursements of the club.
4. Issue financial statements to keep the membership informed and be able to state the amount of funds on hand and bills yet to be paid at each club meeting.
5. Conduct the duties of the absent Secretary.

Section 5: The Activities Manager shall:

1. Oversee the organization of activities and ensure that at least one special event in each activity category is organized and realized each semester.
2. Be responsible for organization publicity through flyers, postings, logo merchandise, web site and other means.
3. Assist in the planning of all events.
4. Conduct the duties of the absent Treasurer.

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Article IV Dues

Section 1

Dues for the club shall be in the form of special assessments voted on by the officers present at the designated first meeting of the academic year.

Article V Amending the Constitution and By-laws

Section 1

Amendments to the Constitution or By-laws shall be presented by members of the club in writing and read at a regular meeting but shall not be voted upon until the next regular meeting, and then only after informing each member of the proposed amendments. A majority of 2/3 of the members present for voting shall be required.

Article VI Meetings

Section 1

The organization shall determine its meeting requirements at the first meeting of the academic year. The organization shall meet as determined by the club officers each semester.

Article VII Committees

Section 1

The officers shall make provision for any standing committees needed and/or for forming any special committees. Such assignments will be suggested by the Vice President. Committees and Committee Chairs shall be approved by the President or majority vote of the officers at the meeting if the President is not attending.

Article VIII

Section 1

(future Constitutional amendments detailed here)