Description

To bring together Japanese and American students and provide fun, interesting activities through the cultural exchange between Japan and America.

Contact

Club President
JapanClubUSU14@gmail.com

Website

https://www.facebook.com/USUJapanClub
https://www.facebook.com/groups/USUJapanClub/

Meeting Times

Monthly Group Planning meetings. Times vary by semester.

Currently Serving Officers

President: Samuel Dixon
Secretary: Logan Fancher
Treasurer: Vox Voie
Event Coordinator: Alex Jeskanen

Japan Club Constitution

Article I – Name and Purpose

section one.
This organization will be known as the “Japan Club.”

section two.
The Japan Club is a non-profit organization.

section three.
The Japan Club will be subject to all policies and procedures as outlined by CHASS and the Utah State University Student Code.

section four.
The purposes of the Japan Club are as follows:

- to unite Japanese and American students on campus
- to connect Japanese students with the USU student body
- to provide fun, interesting, and meaningful activities on campus
to promote and foster mutual cultural understanding among students and the larger Cache Valley community

**Article II – Membership**

**section one.**
Any person 17 years or older, who is associated with Utah State University and/or the Cache Valley community, may join the Japan Club.

**section two.**
The Japan Club does not have categories of membership.

**section three.**
Interested parties may contact current officers to join the club.

**section four.**
Members must not do anything that would reflect poorly on the University or the Club. Examples of actions which will result in removal from the club: breaking the USU student code or federal, state or city laws.

Process by which members are removed from the club:
- First offense is cause for a verbal warning, and removal from current event.
- Second offense is cause for a written warning, and removal from current and/or future events.
- Third offense is cause for removal from the club and banning from events.

If an offense as defined above is brought to the attention of a standing officer, they must seek a second opinion from another officer prior to following punishment procedures. Whenever possible, at least one of the officers aware of the violation should be the president. Additionally, all officers must be made aware of the offense no later than the next officer meeting following the incident.

In the event that a member commits an offense as outlined above, members must abide by the punishment that is deemed appropriate by the currently serving officers (e.g., a letter of apology).

**Article III – Officers**

**section one.**
There are 4 officers for the Japan Club and they must be Utah State University students in good standing with the University and a current Japan Club member.

**section two.**
Officer roles are as follows:
- President: to represent the Japan Club on campus, lead meetings and manage club resources and duties
- Secretary: keeps record of meetings and manages club documents both physical and electronic
- Treasurer: manages budget, financial records and money
- Event Coordinator: generates event ideas as well as plans and implements said ideas
section three.
Officers for the next academic year are selected and appointed by a majority vote of attending members at the final monthly meeting of the Spring semester. Officers can be re-elected and serve for the following academic year. All candidates will be announced on social media at least two weeks prior to the vote. Should an officer resign or be removed before the next election, a replacement will be selected by the remaining current officers. At the next monthly meeting, attending members will vote to confirm the appointment.

Officers can be removed from their current office at any time if deemed unable to fulfill their responsibilities as outlined in Article III Section Two to be determined by the other currently serving officers. The removal process is as follows:
- first offense is cause for verbal warning by other officers in a confidential setting
- second offense is cause for removal from current officer role

Article IV – Committees

section one: standing committees.
When the need to for a standing committee arises, a majority of the current standing officers may vote to form one at an official meeting.

The mission statement of a standing committee will be agreed upon during the formation meeting.

The positions within the standing committee will then be filled by individuals, who are current members of the Japan Club, appointed by the standing officers. A committee member may be removed from positions following protocols to remove a club member.

Those individuals are subject to club's Constitution and USU’s policies. At least one member of the standing committee must be present at any of the Japan Club meetings. Prior to taking any action, the committee must speak with at least one of the following depending on the nature of said action: Japan Club President, Japan Club Event Coordinator, or Japan Club Treasurer. The purpose of this is to insure that appropriate policies are followed. The action or event must then be approved by the majority of the officers.

When decisions require a vote, the committee has one vote in situations that directly pertain to the actions of the committee.

All committee plans must be voted on and discussed at official Japan Club meetings. All issues within the committee must be brought to the attention of the standing officers.

All contact information collected by committee members must be given to the club secretary.

section two: removal of a committee.
A committee may be removed when the committee has completed its mission statement or is no longer effectively working towards its mission statement as deemed by the standing officers. The removal requires a majority vote of the standing officers. The change takes place immediately following the vote.
**Article V – Meetings**

**section one.**
Officer meetings are held weekly, subject to change according to the availability of the officers. General planning meetings with the members will be held a minimum of once a month. They are called by the President and announced by the Officers. They are to be run by the officers who are present.

**section two.**
A quorum is made of at least one current officer and two current members.

**section three.**
Decisions are made by a simple majority of the officers. In the event of a tie, the president makes the final decision.

**section four.**
Any officer may call special meetings for any reason at their discretion with a minimum of 24 hours notice.

**Article VI – Financial Matters**

**section one.**
The Japan Club will not provide monetary gain, incidentally or otherwise, to its directors or membership.

**section two.**
Should the Japan Club dissolve, residual assets will be given to the USU Japanese Program in the Department of Languages, Philosophy, and Communication Studies.

**Article VII – By-Laws**

**section one.**
In the case of the implementation of By-Laws, By-Laws concerning financial matters are made by the currently serving Treasurer, and By-Laws concerning club member behavior are to be made by the currently serving President. All By-Laws are to be approved by a majority vote of the currently serving officers.

**Article VIII – Amendments**

**section one.**
In the case of the implementation of Amendments, Amendments are to be made by the currently serving officers.

This constitution may be altered to reflect the current needs of the Japan Club. These alterations must be made by a majority vote of the currently serving officers.
section two.
All Amendments are to be approved by a majority vote of the currently serving officers

By-Laws

Amendments