

CNU Chemistry Club Constitution and Bylaws

The CNU Chemistry Club is an academic based, social organization that seeks to promote the understanding of and enthusiasm for chemistry and related sciences.

- I. The CNU Chemistry Club shall not discriminate against any member or potential member based on creed, national origin, sexual orientation, gender, race, ethnicity, culture, or religious affiliation.
 - a. Members may be from any academic discipline, but must be an active part-time or full-time student at Christopher Newport University in good academic standing (2.0).
- II. The CNU Chemistry Club shall host bimonthly meetings in the Forbes Student Interaction Room on the 3rd floor at a date and time that the majority of club members deem most convenient.
 - a. Meetings will discuss the happenings of chemistry on a global as well as campus-wide standard.
 - b. Meetings will establish one or two animals to be adopted from the World Wildlife Foundation's endangered species list.
 - c. Members will design club t-shirts, and the design with the most votes from members will be the club shirt for that academic year. The student with the winning design will be offered a free t-shirt.
 - d. Beaker mugs will be ordered if desired. The same protocol for designing the club t-shirt will be followed for the beaker mug design.
 - e. Meetings will also discuss campus activities that are sponsored by the CNU Chemistry Club such as titration tournaments, Mole Day Party, fundraisers and other paraphernalia associated with the CNU Chemistry Club
- III. The CNU Chemistry Club shall conduct semi-annual goggle sales during the first two weeks of labs during the fall and spring semesters, when convenient for officers and professors. (Goggles may also be purchased during Club Fair, depending on availability.) This is to ensure that incoming students and any lab students have a safe experimenting environment.
 - a. Goggles may only be sold by current CNU Chemistry Club officers and the revenue from sales can only be submitted to the Office of Student Activities accountant by the treasurer.
 - b. Goggles will be sold for \$10.00. No more, no less.
- IV. The CNU Chemistry Club shall participate in the CNU Relay for Life event in the spring semester and must make a donation approved by ALL officers.
- V. The CNU Chemistry Club aims to promote leadership and group dynamics, which are both essential to the professional workplace. These will be developed among members by participating in club activities as well as fundraisers.
- VI. ANY and ALL food that is present at meetings or other CNU Chemistry Club sponsored events, such as our annual Mole Day party, shall be store bought and in

original packaging with nutritional information available to all members. CNU food regulations will be followed accordingly.

- a. Members with specific allergies or dietary restrictions will be properly accommodated.

VII. Our faculty/staff advisor is Dr. Dmitry Liskin. The officers will work closely with him should his assistance be required.

VIII. Officer Duties:

- a. **President:** The President shall conduct the bimonthly CNU Chemistry Club meetings and assist the remaining club members in their duties. The President must approve any and all purchases that stem from the CNU Chemistry Club account. The President must approve any and all events that are sponsored by the CNU Chemistry Club. The President must try his or her best to be available at all meetings and all planned events.
- b. **Vice President:** The Vice President shall plan all CNU Chemistry Club sponsored events. The Vice President shall step into the Presidential duties should the President be unavailable. This includes conducting the bimonthly CNU Chemistry Club meetings. The Vice President is also in charge of our annual Relay for Life-partnered event.
- c. **Treasurer:** The treasurer shall conduct and approve every transaction that occurs through the CNU Chemistry Club account. The treasurer must be the ONLY officer to submit funds to the CNU Office of Student Activities accountant. The treasurer shall create a budget for each scheduled event and it must be approved by the President or Vice President.
- d. **Secretary:** The secretary is to record the bimonthly meeting minutes and send reminder emails to all club members to ensure accountability and attendance at all meetings. The secretary must also update the CNU Chemistry Club Facebook page with any pertinent information.