

EPICUREAN

DEPAUL FOOD & BEVERAGE CLUB

Article I - Name of Organization

Epicurean: DePaul Food & Beverage Club

Article II - Purpose of Organization

The purpose of Epicurean is to serve as an extension to the DePaul University School of Hospitality Leadership for students interested in pursuing opportunities in Food and Beverage Management. A separate entity from the school's Hospitality Leadership Program, Epicurean is organized and operated by students with the primary goal of exposing members to the world of Food and Beverage Management.

Our program consists of scheduled events, seminars and tours within the industry to provide members with information and networking opportunities; which will an invaluable industry preparation in order to enter into professional hospitality management.

Article III - Membership

Section 1: Eligibility

Unless otherwise specifically authorized by the University, membership in this organization is open to all DePaul University School of Hospitality Leadership students who are in good standing with the University (cumulative GPA of 2.0 or above).

Unless otherwise specifically authorized by the University, membership will not be restricted on the basis of race, color, ethnicity, religion, sex, sexual orientation, national origin, age, marital status, physical or mental disability, parental status, housing status, source of income, or military status.

As a member, one is required to attend organization meetings regularly, pay dues as required, and actively support the organization's projects. Membership may be revoked by a majority vote of the Executive Board members. In accordance with the constitution, if an individual refutes the responsibilities handed to them by the Executive Board, then membership can be revoked through a majority vote of Executive Board members.

Section 2: Dues

Dues for the organization will be determined by the Executive Board at the beginning of each academic year.

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Section 3: Conduct

Members of the organization are responsible for acting and representing Epicurean and DePaul University in a professional manner at all meetings, tours, and networking events. Professional attire is required for any formal event planned by Epicurean.

Article IV - Executive Board

Section 1: Selection of Officers

Election of Executive Board officers will require a majority vote from the general members. If a candidate fails to receive a majority of votes, a run-off election will be held between the two top candidates who received the most votes. The term of office will be for the entirety of the academic year. Together, the officers shall comprise the Executive Board.

This Executive Board can also appoint other chairs if required through a majority vote (of said Executive Board). The Executive Board shall meet on a regular basis, in addition to regular organization meetings. If officers do not comply with the purposes or responsibilities entrusted to them, their position may be revoked, by a majority vote of the Executive Board. The officer then holds the right to present their case in front of the whole organization to maintain their position through a majority vote.

Section 2: Executive Board Positions

The officers for the Epicurean shall be President, Vice President of Outreach and Membership Services, Vice President of Social Media, Vice President of Chapter Development and Events, and Vice President of Finance.

Section 3: Executive Board Duties and Responsibilities

(a) President

- Works with Vice Presidents in assigning themes and planning all general meetings.
- Responsible for creating agendas for general meetings and sending them to the Vice Presidents beforehand.
- Oversees Executive Board meetings.
- Responsible for communicating with Executive Board members on a regular basis regarding meetings, events, and opportunities.
- Responsible for updating and keeping current the Epicurean Constitution and Bylaws.
- Presides over all general member and Executive Board meetings.
- Appoints committees chairpersons; advise members about Epicurean's activities.

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- Delegates responsibilities of officers and committees.
- Directs overall operations of the organization.
- Recommend and establish goals and objectives for the chapter with the approval of membership, faculty, and advisors.
- Assists the treasurer in collecting annual dues.

(b) Vice President of Membership Services

- Coordinates new-member outreach, including: assigning volunteers, creating/ updating/providing all materials and potential professor communication.
- Works with the College of Commerce and School of Hospitality Leadership to spread awareness for the Club.
- Maintains the Bulletin Boards on Demon Direct and at the Hospitality School by adding meeting and event dates.
- Responsible for booking meeting locations.

(c) Vice President of Chapter Development

- Works with president on assigning themes and planning all general meetings for the club.
- Responsible for contacting guest speakers and tour hosts.
- Works with president in planning Epicurean tours.
- Leads and executes new-member meetings each quarter to discuss Epicurean membership and recruitment.

(d) Vice President of Finance

- Oversees the Epicurean bank account and keep Executive Board members updated on expenditures.
- Creates revenue plan and structure for club.
- Oversees the dues collection process including both monetary and membership information collection.
- Organizes and oversees club's expenditure and maintain the organization's

(e) Vice President of Social Media

- Maintain, update and keep current the Epicurean website.
- Maintain, update and keep current the Epicurean Twitter and Facebook accounts.
- Control the club GMail account responding back to e-mails in a timely and professional manner.
- Responsible for sending informational e-mails to group mailing list.
- Manage club's information pages on the DePaul Hospitality website.
- Design any and all promotional material needed by the Epicurean for meetings, events, conferences, and tours.
- financial structure.

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Article V - Meetings

Section 1: General Meetings

Epicurean: a DePaul Food & Beverage Club shall hold general meetings every two weeks throughout each academic quarter. All general meetings will be designed by the President and Executive Board and shall include a distributed agenda. Meetings serve to provide members with up-to-date information regarding the organization, its developmental and networking opportunities and events.

All Executive Board members are required to be in attendance for all scheduled meetings and must stay for the entirety of the meeting. If an executive board member expects to be absent or needs to be dismissed early, he/she must inform the president beforehand.

Section 2: Executive Board Meetings

Epicurean: a DePaul Food & Beverage Club shall hold Executive Board meetings through the academic year as necessary. All Executive Board meetings will be designed by the President to address specific goals and events of the club. An agenda will be created by the President and dispersed to Executive Board members.

All Executive Board members are required to be in attendance for all scheduled meetings and must stay for the entirety of the meeting. If an Executive Board member expects to be absent or needs to be dismissed early, he/she must inform the President beforehand.

Article VI - Finances

Epicurean: a DePaul Food & Beverage Club will establish reasonable dues that must be paid by all members in order to remain in good standing with the organization. The amount will be determined by the Executive Board before the start of each academic year. During the first meeting the members will be informed of the amount of the dues for that particular academic and are to be paid within the two subsequent official meetings.

Funds will be allocated towards the operations of the club with a focus on supporting events and tours. Fund will be managed by the Vice President of Finance in a club appointed bank account. This bank account shall require the signature of two officers to affect a transaction, one of which will be the Vice President of Finance.

Article VII - Amendments

Amendments to the constitution and club bylaws must be submitted in writing to the

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president and executive board. In order for the amendment to be ratified, a majority vote of the e-board is required.