

CONSTITUTION OF THE CANTERBURY CLUB

ELIZABETHTOWN COLLEGE

I. Name of Organization:

This organization is an Episcopalian campus ministry known as the Canterbury Club and is recognized by Elizabethtown College. The organization is so named because Canterbury England is the ancient religious center of Great Britain. In the Middle Ages Canterbury's enormous Gothic cathedral attracted many pilgrims and today The Archbishop of Canterbury, spiritual head of the Church of England, resides there. The Protestant Episcopal Church in The United States of America is the self-governing American branch of the Anglican Communion and thus this organization has been named the Canterbury Club.

II. Purpose:

The purpose of the Canterbury Club is to create a forum for Episcopalian students of Elizabethtown College to build a sense of community, fellowship, spiritual enrichment, education, and meet the various needs of students. This is accomplished through weekly evening meetings on campus. The meetings are held in accordance with services from the 1979 *Book of Common Prayer: And Administration of the Sacraments and Other Rites and Ceremonies of the Church*, as approved by The Most Reverent Frank T. Griswold III, the Presiding Bishop of the Episcopal Church U.S.A., New York City, New York and The Right Reverend Michael W. Creighton, Bishop of the Episcopal Diocese of Central Pennsylvania, Harrisburg. The services on campus for evening meetings include: Evening Prayer Rite I, Evening Prayer Rite II, An Order of Worship for the Evening, or Compline. Services on campus must be officiated by an ordained member of the Diocese and preferably the Rector of a local Episcopal parish or by a priest appointed for this work by the Bishop. The Canterbury Club is also an organization which serves the larger Episcopal Church, the local community, and the campus community.

III. Membership

A. Membership is divided into three categories:

1. Diocesan Representative:

This person is assigned by the Episcopal Diocese of Central Pennsylvania for the campus. This person has been in the past the Rector of the Saint Luke's Episcopal Church in Mount Joy, Pennsylvania and at the founding of this campus ministry the Diocesan Representative is The Reverend Mr. Hilary J. Smits.

2. Advisors:

Advisors may be members of the faculty, administration, or staff of the college who provide guidance to the organization. Advisors may also be members of any Episcopal Church and preferably members of the Vestry in order that they may report to the church the activities and needs of the campus ministry so that the local parish may be able to assist in meeting those needs.

3. General Membership:

Membership is open to all students who are baptized and confirmed members of the Episcopal Church and to all students of Elizabethtown College regardless of denomination or religion.

IV. Executive Board

The Episcopal Church is governed by an episcopacy which is the government of the church by bishops or by a hierarchy. To this end, the Canterbury Club's Executive Board is composed of student officers who are represented by club advisors, who are represented by the diocesan representative, who represents the Executive Board to the Bishop of the Diocese who is to be informed about the activities and progress of the Canterbury Club so that the Diocese may assist this campus ministry in fulfilling its purpose through the support of the Department of Higher Education of the Diocese of Central Pennsylvania.

This is a campus organization for students at Elizabethtown College and it is recognized and supported by the Episcopal Diocese of Central Pennsylvania: Harrisburg, The Saint Luke's Episcopal Church: Mount Joy, neighboring Episcopal parishes, and Elizabethtown College. Therefore it is the responsibility of the Executive Board to keep all supporting parties, previously mentioned, informed and seek assistance when necessary and appropriate.

A. The Executive Board meets regularly to:

1. Prepare an agenda for general meetings
2. Prepare the programs for the club
3. Calls meetings of the club
4. Plan club activities
5. Plan programs for the club

B. Members of the Executive Board include:

1. Student Officers
2. Diocesan Representative
3. Faculty Advisor
4. Local Parish Vestry Member Advisors

V. Officers:

The following officers are established by general elections. Specific obligations are defined. Each officer does not assume sole responsibility for their work, everyone functions as a team to coordinate all aspects of the club in accordance with assistance from faculty, parish, and diocese representatives. The Canterbury Club is also an educational organization. To this end, student officers work closely with advisors to learn organizational responsibilities and how to work within church and campus government.

A. President:

1. Oversees the fulfillment and maintenance of the Constitution.
2. Calls and presides over meetings of the Executive Board
3. Represents the club on the Religious Life Committee
4. Provides communication between committees and the Executive Board.
5. Serves as the club's Senate Representative, a liaison between club and Student Senate.

B. Worship and Activities Coordinator

1. Plans and coordinates which orders and rites for evening worship are to be used at weekly meetings.
2. Announces and organizes participation in activities on campus for this club and other campus clubs/organizations.
3. Maintains a scrapbook of the club's events.
4. Organizes car pools and transportation to Saint Luke's Episcopal Church, Mount Joy, Pennsylvania, neighboring Episcopal parishes, and for off campus activities.
5. Coordinates Canterbury Club's community service project: Adult Literacy Education and Awareness, Visitation to residents of the Masonic Homes, and other campus community service activities.

C. Secretary/Treasurer

1. Keeps minutes of meetings of the Executive Board and provides a report of previous meetings.
2. Submits a regular report of club's activities to the Executive Board and to the local parish advisor to report to the Vestry and to the Diocese Representative to report to the Bishop.
3. Keeps all financial records and reports and any financial actions to the club at a regular meeting.
4. Keeps a roster of active members and distributes club information to all Episcopalian students and the campus community.

5. Manages the financial account in conjunction with the St. Luke's Vestry advisor since the Vestry also has funds allocated for the Canterbury Club.
 - a. Supervises the account
 - b. Members permitted to sign vouchers
 1. Treasurer/Secretary
 2. St. Luke's Vestry Canterbury Club Advisor

D. Advisors

1. Faculty advisor and Vestry members from local Episcopal parish attend all meetings of the Executive Board, weekly evening meetings, social activities, field trips, and community service activities.
2. Faculty advisor seeks advice, counsel, and maintains communication with the Dean of College Life and with the Chaplain of the College and advises students in the organization.
3. Local Parish Vestry Member Advisors maintain communication with the local parish, solicit support from the local parish, informs the congregation about activities of the Canterbury Club and coordinates activities for the students sponsored by the church.

E. Diocese Representative: The Rector of Saint Luke's Episcopal Church:

1. Initiates prayer at the opening and closing of Executive Board Meetings.
2. Officiates at evening worship at weekly meetings.
3. Meets with students throughout the week for prayer or counseling.
4. Coordinates assistance for students with clergy and bishops' from the student's home diocese.
5. Coordinates student participation in worship at St. Luke's Episcopal Church, Mount Joy, Pennsylvania and neighboring Episcopal parishes.

VI. Election Procedures:

- A. Elections will be supervised by the Faculty Advisor and Diocesan Representative.
- B. Officers are elected for one term which is from December to December.
- C. An individual may serve no more than two consecutive terms in any one office.
- D. A student must be active in the club for at least one semester before being elected to office.
- E. Elections are one week prior to the last day of classes in the fall semester.

- F. A list of nominees will be sent to active members. At the election, absentees may be nominated as long as a letter of acceptance accompanies the nomination.
- G. Only those present may vote.
- H. A simple majority wins. A second ballot is necessary to break a tie.

VII. Bylaws:

Bylaws are added to this heading by following the procedures for amending this constitution. Note: All committees are established under this heading.

VIII. Procedure for Amending the Constitution:

- A. The constitution is reviewed annually to determine its current status. Changes will be included in copies forwarded to the Student Senate.
- B. All revisions are the responsibility of the Executive Board based upon input from the general membership.

Drafted and Adopted, December 1999

Revised, February 2002