Computer Science Club Constitution
Last Updated: 01/21/2023

ARTICLE I. NAME

- The name of this organization shall be the Computer Science Club of Santa Barbara City College (the "club").

ARTICLE II. ORGANIZATION

Section 1. The ideals and the purpose of the club will be to promote computer science study and interest in this field.

Section 2. The club shall be sponsored by the Santa Barbara City College Computer Science Department.

ARTICLE III. PURPOSE

Section 1. The purpose of the Computer Science Club shall be:
- To promote interest in computers and their uses on the SBCC campus.
- To promote close association between the local community and the SBCC Computer Science Department and Students.
- To promote leadership development for Computer Science students.

ARTICLE IV. MOTTO

- The motto of the Computer Science Club of Santa Barbara City College shall be: Software Development Forever!

ARTICLE IV. MEMBERSHIP

Section 1. Membership Eligibility:
- Membership in the Computer Science Club of SBCC shall be open to all students of good standing who are enrolled in at least one unit each semester of membership.

Section 2. Continuation of membership:
- As long as members fulfill the requirements of Article IV, Section 1A at SBCC, they will be deemed as members of the club.

Section 3. Dues:
- In alignment with College policy, dues will not be collected unless deemed necessary and proper by the executive boards; the executive board shall have the right to set the amount and frequency of dues payments. Actions of the executive boards are subject to the approval of the majority of members present at any scheduled meeting.

ARTICLE VI. OFFICERS AND THEIR DUTIES

Section 1. The governance structure of the Computer Science Club of SBCC shall be:
A. President.
B. Vice President.
C. Treasurer
D. Secretary
E. Promoter
F. Project Manager

Section 2. Duties:
A. President
   a. Presides over meetings of the Executive Board
   b. Presides over regular meetings of the club
   c. Master of Ceremonies at club social events
   d. Creates the club meeting agendas in consultation with the executive board
   e. Communicate with club officers individually at least once a month to ensure they are able to do their duties
B. Vice President
   a. Support the President
   b. Acts as Head of Outreach: recruit volunteers, set information meetings, and organize projects for outreach events such as Science Nights and Science Discovery Day

C. Treasurer
   a. Organize fundraising events
   b. Keep track of the club's financial accounts
   c. Must refund all receipts by the last club meeting of the semester
   d. Will assist the Secretary and Promoter with their duties as deemed necessary

D. Secretary
   a. Reserve rooms for club events such as club meetings and guest speakers
   b. Document club events by taking videos, pictures, or notes
   c. Create and send out the club newsletter as often as decided

E. Promoter
   a. Make advertisements for the club
   b. Talk to students personally about club events
   c. Consistently update the social media platforms

F. Project Manager
   a. Facilitates student-led projects
   b. Provides a set time during the week to be a point-of-contact for questions
   c. When no projects are active, in charge of maintaining the CS Club's website
   d. Ideally knowledgeable in GitHub
   e. Assists other officers as needed

G. The previous council runs the elections at the beginning of the semester.

Section 3. Term of Office:
   A. Officers shall serve for the length of one semester.
   B. No limit shall be placed on the number of consecutive semesters an officer can be elected to office.

Section 4. The Executive Board:
   A. The Executive Board shall consist of officers of the club and Computer Science Department Faculty Advisor.
   B. The Executive Board shall meet before each regular meeting of the club.
   C. Critical All actions of the Executive Board shall be in consultation with the club's advisor and the Coordinators of Student Life.

Section 5. Selection of Computer Science Club Advisors:
   A. Advisors shall have to be a faculty member of the Computer Science Department of Santa Barbara City College.
   B. Advisors shall be appointed by the Computer Science Department of SBCC.

ARTICLE VII. ELECTIONS

Section 1. The first meeting of each semester shall be the club organizational meeting where officers are elected.

Section 2. Elections shall be held during the organizational meeting, and a majority vote of the members present at that meeting shall elect the club President and the club officer members.

Section 3. Anyone running for a position can only run under one position per semester. You cannot run for more than one position.

ARTICLE VIII. MEETINGS

Section 1. The Computer Science Club shall hold at least once a month during the school year. Additional meetings shall be announced.

Section 2. The time and place for the meeting shall be determined by a majority of club members present at any one meeting.

ARTICLE IX. AMENDMENTS

Section 1. Club members shall have the right to petition for amendments to the club constitution, with approval of a simple majority for it to be incorporated. Amendments submitted by club officers or the executive board shall also be incorporated into the club's constitution by a simple majority vote of club members.

Section 2. Amendments passed by a simple majority of the club members shall take effect immediately or as stated in the proposed amendment.

Section 3. List of Amendments

AMENDMENT I. Impeachment Clause

Any officer can be removed from office through the process of impeachment. Impeachment proceedings may be brought against any executive officer of the club if 51% of the club officers (henceforth referred to as *aggrieved party*) agree to initiate impeachment proceedings. Grounds for impeachment include negligence or abandonment of duty to the club, severe infraction of SBCC policy while acting under the authority or representation of the club, or any action which intentionally and maliciously harms the organization and/or any of its members.

<u>Prior to Scheduling Impeachment Meeting:</u>

- Each member of aggrieved party must meet with the club advisor separately and provide any evidence of the officer's misconduct
- Should the club advisor deem it appropriate, any member of aggrieved party will meet with the officer they want to impeach and the club advisor for the purpose of attempting conflict resolution
- Only when such attempts at remediation fail can the impeachment hearing be set for the next regularly scheduled club meeting

<u>The Impeachment Hearing:</u>

- Must be overseen by the club advisor or a staff member appointed by the club advisor, should the advisor not be able to make it
- Must take place at the regular club meeting time while school is in session
- Must be attended by at least 10 non-officer members of the computer science club. These club members must have attended at least one club meeting prior to this meeting.
- Cannot be run by either the officer being considered for impeachment nor any member of the aggrieved party
- Aggrieved party will choose one representative to explain to club members why they are pursuing impeachment and provide evidence of any misconduct. Their explanation should be no longer than seven (7) minutes.
- Officer under impeachment will have the opportunity to defend themselves for no more than seven (7) minutes or for however long the representative of aggrieved party spoke (whichever is longer)

The impeachment vote shall be taken at this meeting, with all club members eligible to vote. If 51% of members present at the meeting vote to impeach the officer, the officer in question will be removed from office. A new election will be held to fill the vacancy at the next meeting. The impeached officer will not be allowed to run for any position for the rest of the semester.

AMENDMENT II. Dereliction of Duty

During the course of the regular semester, an officer may be considered to have abandoned their post and may be replaced under the following circumstances:

- Neither the club advisor nor the fellow officers have heard from the missing officer in at least two weeks
- Multiple attempts have been made over the course of two (2) weeks to reach out to the officer in question by every other officer and the club advisor using a variety of communication methods, with no response

- The officer has missed the two most recent officer meetings without notifying any of their fellow officers