

CONSTITUTION OF THE POLITICAL SCIENCE CLUB

ARTICLE I NAME OF THE ORGANIZATION

Section 1. The name of the organization shall be the Political Science Club.

ARTICLE II PURPOSE OF THE ORGANIZATION

Section 1. The purpose of the organization is to educate students about the study of Political Science, recruit students into the major, and provide information on career paths and career planning for Political Science majors.

ARTICLE III MEMBERSHIP

Section 1. All El Camino College students in good standing with the college are eligible to become voting members of the Political Science Club.

Section 2. All El Camino College students in good standing with the college may attend Political Science Club meetings and participate in club activities, regardless of whether or not they are voting members of the club.

Section 3. To become a voting member of the club, students must ask to be added to the membership roll, which will double as the club mailing list or listserv. To vote in any officer election or on any amendment to the club constitution, a student must have been added to the membership roll at least one meeting in advance of the election or vote.

Section 4. Membership lists from the Fall semester will be rolled over into the Spring semester, but will be purged at the end of each academic year. Students will have to re-establish voting membership at the start of the next Fall semester.

ARTICLE IV OFFICERS OF THE ORGANIZATION

Section 1. The elected officers of this organization shall form a cabinet to collectively manage club business, and this cabinet shall consist of a President, Vice President, Treasurer, Secretary, and Inter-Club Council Representative.

Section 2. The Vice President and President of this organization must be declared Political Science majors.

Section 3. All of the elected officers of this organization shall share the responsibility of being Inter-Club Council Representative, or designating a club member to serve that role.

Section 4. The offices of President, Vice President, Treasurer, and Secretary cannot be split up or divided amongst multiple officers, as in the case of a Co-President, or Co-Vice President. The office of ICC Representative, however, can be shared amongst the other cabinet officers on an as needed basis to facilitate a good working relationship with the ICC, and to maintain the club's "active" status.

Section 5. Duties of the elected officers shall include:

- A. It shall be the duty of the President to preside over the Political Science club meetings and cabinet meetings, and to organize the business of the cabinet.
- B. It shall be the duty of the Vice President to advise the President on club matters, and to fill in for the President in presiding over the Political Science Club meetings and cabinet meetings in the absence of the President.
- C. It shall be the duty of the Treasurer to maintain accurate records of the political Science club's monies and provide regular information and advice on the financial circumstances of the club.
- D. It shall be the duty of the Secretary to keep accurate minutes of the club meetings and prepare an agenda for each meeting, as well as maintaining the club's membership rolls, meeting sign-in sheets, and all records of the outcomes of club votes and elections.
- E. It shall be the duty of the Inter-Club Council representative(s) to act as the official representative to the Inter-Club Council and its meetings.
- F. It shall be the duty of *all* officers of the Political Science Club cabinet to know the contents of this constitution, as well as the constitution of the Inter-Club Council and all relevant campus rules and regulations, and to abide by them faithfully.

Section 6. Cabinet officers shall be selected by a simple majority vote (50% + 1) of the voting members during a club meeting at which a quorum is present.

Section 7. A quorum shall constitute a simple majority, or one over half of the voting membership of the club.

Section 8. Officer elections must be announced one week in advance.

Section 9. The term of office of cabinet officers shall be one academic year.

Section 10. The maximum number of terms cabinet officers can serve are two.

Section 10. The elected cabinet officers shall collectively have authority to make temporary appointments to vacant cabinet positions, to last no longer than the remainder of the current term of office.

Section 11. Appointments may also be made at the end of the Spring semester to ensure a smooth restart to the club in the following Fall semester. These "recess appointments" shall only last until the second club meeting of the Fall semester, at which there must be an officer election.

ARTICLE V **MEETINGS**

Section 1. Meetings will be held once a week.

Section 2. Special meetings shall be called at the discretion of the President.

ARTICLE VI **QUORUM**

Section 1. A quorum shall constitute one over half of the membership of the club.

ARTICLE VII
AMENDMENTS

Section 1. This constitution may be amended by a two-thirds vote of the membership at which a quorum is present.

Section 2. Notification must be given to the members regarding a proposed amendment to the constitution at least one meeting prior to the actual vote.

Section 3. A copy of the club's constitution must be filed in the Student Development Office along with a copy of the minutes of the club meeting at which the approval of amendments occurred.

ARTICLE VII
RATIFICATION

Section 1. This constitution shall become effective upon approval of the El Camino College Inter-Club Council, Inter-Club Advisor, and Student Development Director.

CLUB REPRESENTATIVE'S SIGNATURE: _____

CLUB FACULTY ADVISOR SIGNATURE: _____

DATE OF INTER-CLUB COUNCIL APPROVAL: _____

APPROVAL SIGNATURE: _____
E.C.C. Inter-Club Council Advisor

E.C.C. Student Development Director