

RIT College Democrats

Constitution

In an effort to rebrand the Democratic Party:

We, the progressive students of RIT, hereby form this organization to foster enlightened political thought and to provide a vehicle by which students can learn, develop, and act upon progressive ideals.

Article I - Nomenclature and Affiliation

Section 1

The name of this organization shall be known as the RIT College Democrats or abbreviated as RITCD.

Section 2

The RIT College Democrats, at the discretion of the Executive Board (Eboard), shall choose to affiliate with the New York State College Democrats or any other liberal organization(s) that seek to promote similar progressive ideals.

Article II - Constituency

Section 1

A member of the RIT College Democrats is any full time student at RIT who attends at least one general body meeting in an academic semester, and given their email address to the Eboard when signing in.

Section 2

A Guest is any person who has willingly decided to attend any or all general body meetings.

Article III - Eboard Duties

Section 1

There shall be a minimum of four Officers (President, Vice President, Treasurer, and Secretary) for an official Eboard designation. At the discretion of the presiding Eboard, the number of Officers or Eboard members may be increased or decreased with new roles and tasks assigned.

Section 2

All Officers are expected to attend all Events and Meetings. Officers must alert the Eboard of any planned absences at least one day before the meeting or event. Missing more than three meetings or events unexcused; without prior notice, with the exception of illness, shall result in the commencement of the impeachment process at the Eboard's discretion.

Section 3

There shall be a President who will be the Chief Executive Officer of the Organization.

- A. Establishes administrative procedures not provided by this document
- B. Acts on behalf of RITCD at all times
- C. Establishes the agenda for all Eboard meetings
- D. First representative to all functions upon which RITCD is invited
- E. Consultant on any revenues or expenses
- F. Main Event Coordinator/Planner
- G. Volunteer opportunity coordinator/Collaboration Coordinator
- H. General Political Strategist for campus engagement
- I. Sends debriefing message to all members after events and meetings

Section 4

There shall be a Vice President who shall act in accordance with the following:

- A. Coordinates organizational growth and membership retention
- B. Acts as President Pro Tempore in the absence of the President
- C. Shall become President if the current President is removed or steps down.
- D. Assistant to the President
- E. Liaison between members and the Eboard
- F. Shall share responsibilities in organizing and coordinating events with President
- G. Reserves all rooms for activities

Section 5

There shall be a Secretary who shall act in accordance with the following:

- A. Keep accurate minutes for all meetings
- B. Record attendance for all meetings
- C. Keep updated mailing and phone list of all members
- D. See to all correspondence as directed by the President (club email)
- E. Keeps the charter and bylaws for the organization
- F. Sends weekly reminders about club meetings and events to all members
- G. Sends out Election notice to all members

Section 6

There shall be a Treasurer who shall act in accordance with the following:

- A. Responsible for fundraising ideas and soliciting donations
- B. Maintain accurate financial records and coordinates financial activities
- C. Advise the President and the Eboard of the financial condition of the Organization
- D. Conduct all financial transactions as directed by the Eboard. The Treasurer will not have the right to make expenses without the approval of the Eboard
- E. Ensure all Eboard members are financially certified

Section 7

There shall be at least one faculty/staff advisor whom shall advise and guide the Presiding Eboard. This individual shall be in accordance with the policies established by the Rochester Institute of Technology Club Center.

- A. Maintain an awareness of the activities and programs sponsored by the Organization
- B. Meet as needed with the Eboard
- C. Explain and clarify campus policy and procedures that apply to the Organization
- D. Maintain contact with the Student Life Office
- E. Inform Organization members of those factors that constitute unacceptable behavior on the part of the Organization's members and the possible consequences of said behaviors.

Section 8

There shall be a Public Relations Officer who shall act in accordance with the following:

- A. Shall account for any and all whereabouts of any promotional materials such as posters; and will see to their replacement should they be dismantled.
- B. Shall manage and update weekly, the Social Media Websites and other promotional sites.
- C. Coordinates all recruitment; including club fairs.

Article IV - Election Procedures

Section 1

Election of Officers will be on the second to last meeting of the Spring semester. The Election announcement will be made two weeks prior. Nominations will be finalized one week prior to elections. Candidates may ask to drop from the race but cannot be added past this date. On election day, candidates will be given time for a speech and to answer questions. Time limits will be up to the discretion of the current Eboard.

Section 2

Members who have attended 6 general body meetings before the week of elections are eligible for nomination. Members can nominate themselves or others. No one person may be elected to or hold more than one officer position, however they may choose or be nominated to run for more than one position.

Section 2

Members who have attended 3 general body meetings before the week of elections are eligible to vote in the election.

Section 3

If positions are left without nominations, the Eboard may open nominations to more members.

Article V - Impeachment

Section 1

Any Officer may be subject to impeachment for failure to fulfill to the utmost, the duties outlined in this document or failure to act in accordance with the respect that RITCD shall grant to every individual. The impeachment procedure is as follows:

- A. A member of the Eboard can prompt the discussion of another officer's conduct. At this point, the officer may choose to step down.
- B. If conflict continues, a consensus by at least two members of the Eboard may choose to bring impeachment to the General Body.
- C. The General Body shall take a vote to dismiss the person(s) charged. A vote of two thirds (of members in attendance) shall be necessary to dismiss the charged. The findings of the group shall be final.

Article VI - Meetings and Events

Section 1

The Eboard shall meet once per week to discuss all topics of importance concerning the club.

Section 2

The Eboard shall convene General Body meetings, open to all members and guests, once per week.

Section 3

The club must hold at least 2 events per semester besides General Body meetings. All events held in the name of RITCD must be approved by the Eboard with a simple majority in favor of the event.

Article VII - The Amendment Process

Section 1

Any Eboard member may prompt discussion of an Amendment. An Amendment must be approved, by a two thirds vote in the Eboard, to bring to the General Body. The Amendment can be passed by a two thirds vote of the General Body (in attendance). Amendments which are passed will be amended to this document. The Eboard may strikethrough any clauses overturned by the Amendment.