

CLUB CONSTITUTION AND BY-LAWS

Las Positas College Computer Science Club

ARTICLE 1

Section 1. The name of this organization shall be the Las Positas College Computer Science Club
(Computer Science Club)

ARTICLE 2

PURPOSE

Section 1. The purpose(s) of this club shall be:

1. To provide a forum for computer science students at all levels to celebrate computer science
2. To enhance and develop students' programming and development skills and appreciation of software development
3. To meet and socialize with people who share similar interests
4. To help members explore the many job opportunities available for Computer Science majors

ARTICLE III

MEMBERSHIP

Section 1. Membership is restricted to currently enrolled students of Las Positas College who are enrolled in at least three (3) units.

Section 2. A person is a member in good standing when he or she attends at least five meetings per semester.

Section 3. The rights of voting and holding office are reserved for club members only.

ARTICLE IV

OFFICERS

Section 1. The essential officers shall be--

President

Vice President

Treasurer

ICC Representative

President, Vice President and Treasurer must be separate individuals, but any of the officers or members may also serve as ICC Representative

Section 2. The non essential officers shall be

Inter-Club Liaison

Section 3. The club shall be organized with the following structure:

Officers

Faculty Advisor

Members

Section 4. The Club shall elect a member to represent the club in InterClub Council

Section 5. To be eligible for office, candidate shall be a member in good standing

Section 6. Officers shall be elected each semester approximately two weeks prior to the beginning of exam week. Elected officers for the Fall semester will serve starting at

the beginning of the Fall semester. Elected officers must receive a $\frac{3}{4}$ majority vote.

Section 7. Vacancies in office shall be filled by appointment with the approval of a

majority of the current officers.

ARTICLE V

MEETINGS

Section 1. Regular Meetings shall be held a minimum of every two weeks. Day and time of meetings will be decided by the current officers

Section 2. Special meetings may be called by the President, Vice President, or Faculty Advisor

Section 3. A quorum of two officers of three of the members and officers shall be necessary to conduct business. If only one officer attends the meetings, they cannot be counted as one of the three members.

ARTICLE VI

SOURCE OF POWER

The source of power of the Computer Engineering Club is the Inter-Club Council and the Student Government of Las Positas College.

The Las Positas COLlege Computer Engineering Club agrees to abide by the Las Positas College policies and regulations, which apply to students and student clubs.

ARTICLE VII

AMENDMENTS AND RATIFICATION

Section 1. The constitution shall be ratified by a majority Vote of the members attending a meeting with a quorum.

CLUB BYLAWS

ARTICLE I

RULES OF PROCEDURE

The club shall be guided in its procedures by Robert's Rules of Order, latest edition, when no other rules have been specifically established in the by-laws or constitution.

ARTICLE II

DUTIES OF OFFICERS

Section 1. The duties of the officers shall be:

1. President

1. Run the meeting
2. Coordinate activities with membership
3. Represent the club in official capacity

2. Vice President

1. Perform the President's duties when President is unavailable
2. Make note of all votes during meetings
3. Take attendance of club members at meetings

3. Treasurer

1. Maintain the club account in conjunction with the school and ICC
2. Submit paperwork for expending club funds after approval by the Club

4. Marketing

1. Manage Social Media
2. Create Promotions
3. Design Merch

4. Announcements

5. Secretary

1. Record club minutes and get attendance
2. Send the minutes and agenda to Josue

6. InterClub Liaison/Event Manager

1. Communicate with other clubs when necessary
2. Maintain good business relationships with other clubs
3. Represent Computer Engineering Club when conducting business on its behalf
4. Coordinate Events