

California College Republicans Bylaws

I. PURPOSE

Section 1: The purpose of these Bylaws shall be to provide procedures to be used in conducting the business of the California College Republicans (CCR) as described in Robert's Rules of Order and in carrying out the powers prescribed to the Board of Directors and Executive Committee pursuant to the Constitution.

II. AUTHORITY

Section 1: These Bylaws are subject to the terms and limitations of the CCR constitution.

Section 2: Charters for committees approved under these Bylaws act as the official interpretation of procedural and substantive matters of CCR.

Section 3: It is the responsibility of the Chair to ensure these policies are upheld and enforced.

III. MEMBERSHIP

Section 1: All CCR members have a right to membership and chartering under the limitations and specifications of the CCR constitution;

Section 2: All CCR members may be classified under the following categories:

- a. Executive:
 - i. Elected Member, thereafter defined as any member who is found under art. V §1 of the CCR constitution;
 - ii. Unelected Voting Member, thereafter defined as the Executive Director;
 - iii. Unelected non-voting Member, thereafter defined as the Parliamentarian and Sergeant-at-Arms, or those members appointed by the Chairman and approved by the Executive Board;
 - iv. Staff, Assistant, or Clerks, thereafter defined as members unilaterally appointed by the Chair or other legal authorized body without approval from the Executive Board;
 1. Staff, Assistant, or Clerks cannot manage, appropriate, or otherwise handle CCR accounts or money without either explicit

approval from the chair or becoming an Unelected non-voting Member;

- v. Nonvoting Ex-Officio, thereafter defined as a member appointed by the chairman and approved by the Executive Committee to represent a permanent station on the Executive Committee in an advisory position, and can petition motions, point of orders, and appeals without approval of any other governing body;
- b. General:
- i. Chapter Presidents or Presiding Officers, thereafter defined as the official recognized official(s) retaining executive authority over an approved chapter, as approved by chartership;
 - ii. Representative Voting Member, thereafter defined as voting member of the Board of Directors not elsewhere defined in these Bylaws;
 - iii. General Members, thereafter defined as voting members of the General Session that meet the prerequisites of the constitution not elsewhere defined in these Bylaws;
 - iv. Associate Member, thereafter defined as nonvoting, nonmember observers approved by a chapter and submitted in writing to the Chair or Board of Directors for approval;

Section 3: No prior chapter of the California College Republicans that is found by the Judicial Board to have dechartered through explicit disassociation, upon reentry, readmission, or recharter into the organization, shall be permitted to vote in the General Session of the Convention, or to run for elected office for the Executive Board for the period of one year.

Section 4: No prior chapter of the California College Republicans that is found by the Judicial Board to have dechartered through explicit disassociation shall be appropriated resources through this budget.

IV. ANNUAL CONVENTIONS

Section 1: All members shall retain the following rights:

- a. In the case of a procedural dispute, all members have a right to:
 - i. Within one week of the General Session, to petition the Parliamentarian's Office found in these Bylaws to resolve the grievance, whose ruling shall be binding unless overturned by the General Session pursuant to measures found in the Constitution, and shall:

1. Publicly post all rulings;
 2. Rule a day prior to the General Session, unless an impossibility arises;
 3. Receive timely and equitable response;
- ii. Receive appropriate response from the Chair prior to 3 hours of the opening of the General Session;
 - iii. Petition the Chair for procedural substantive grievances during the General Session;
 - iv. All members of CCR retain a right to see chartering materials;
 - v. To see approved public, legal documents;
 - vi. To be free of molestation without due process of removal specified in RONR;

Section 2: Student Identification shall hereby be defined as any bona fide proof of studentship, which shall include, but not be limited to:

- a. Physical Student Identification card;
- b. Copy of Student Identification card;
- c. Active student portal or other relatively similar platform;
- d. Student transcript;

Section 3: All conventions shall have an open gallery that can be removed on the Chair's discretion.

V. OFFICERS

Section 1: All officers shall maintain an official email, mailing address, or other form of official communication. Social Media may not be used as a form of official communication.

Section 2: All officers shall be responsible for fulfilling their duties under the constitution.

Section 3: All officers shall be take an oath upon entering office at the Annual Convention pursuant to Section 7408 of the California Election Code, which shall be: "I, (name), do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and

faithfully discharge the duties of the office on which I am about to enter. So help me God.”

VI. BOARD OF DIRECTOR MEETINGS

Section 1: Board of Director (BOD) meetings shall be held in accordance to RONR;

Section 2: BOD meetings shall be closed door to nonvoting members, except by explicit written approval by the chair to observe;

VII. COMMITTEES

Section 1: The Credentials Committee shall:

- a. Be composed of 5 members;
- b. The Chairman of CCR shall appoint the members of the Credentials Committee with approval by the Executive Committee;
- c. Be mandated to have the following duties:
 - i. To report to the Executive Committee on progress at the end of the every quarter, and weekly upon the call to convention;
 - ii. To adhere to assist the chair in the distribution of election materials, including but limited to:
 1. Information to legally engage in elections;
 2. Creation of chartering forms;
 3. Examination of forms received for clerical or other errors;
 4. Advising the Executive Committee on admissible and non-admissible members;
 5. Compilation of final list of potential voters arranged by club and then alphabetical order;
 6. Arrangements for Registration;
 7. Registration process during and prior to the Annual Convention, in coordination with the Sergeant at Arms, Tournament Host, and other officials, in accordance to the following procedure:
 - a. Submission of necessary documents by the club for the members attending;
 - b. Verification by the Executive Committee;
 - c. Recording of the Member as officially registered;
 - d. Issuement of credential to the member upon receiving the necessary identification prior to the General Session;
 - iii. To hold preliminary authority over contested delegates;

- iv. To submit a full credentials report to the Executive Board for approval with the following information:
 - 1. Name and title of each voting Board member;
 - 2. Name of each chartered club;
 - 3. Name of each Club's presiding officer;
 - 4. Delegate delegate strength for each club;
- v. To submit a full credentials report to the General Session upon approval by the Executive Board;
- d. The Credentials Committee shall create and maintain a new charter, which will include procedures and forms, every year;

Section 2: The Resolutions Committee shall:

- a. Be composed of 5 members;
- b. The Chairman of CCR shall appoint the members of the Credentials Committee with approval by the Executive Committee;
- c. Be mandated to have the following duties:
 - i. To consider and make any policy recommendations to be codified;
 - ii. To receive and encourage members to engage in policy proposals to be voted on by the appropriate committee;
 - iii. Report to the Executive Committee annually on any resolutions received and codified into proper form pursuant to the rules of the constitution and Bylaws prior the final Executive Meeting at the Annual Convention;
- d. Create and maintain a charter approved by the Executive Committee;

Section 3: The Platform Committee shall:

- a. Be composed of 5 members;
- b. The Chairman of CCR shall appoint the members of the Platform Committee with approval by the Executive Committee;
- c. Be mandated to have the following duties:
 - i. Write, create, and draft formal policy positions on behalf of the Executive Committee under supervision of the Chairman;
 - ii. Align values of any policy to that the primary organization, namely the California Republican Party;
- d. Create and maintain a charter approved by the Executive Committee;

Section 4: The Finance Committee shall:

- a. Be composed of 5 members;

- b. The Chairman of CCR shall appoint the members of the Finance Committee with approval by the Executive Committee;
- c. Be mandated to have the following duties:
 - i. To prepare a plan and be in charge of implementing the plan for raising funds for CCR;
 - ii. Assist the Chairman in drafting a budget;
 - iii. Assist the Chairman in the appropriation of funds pursuant to the budget;
 - iv. Create annual reports for the Board of Directors meeting;
 - v. Create reports upon the request of the Executive Committee;
 - vi. Issue annual audit reports;
- d. Create and maintain a charter approved by the Executive Committee;

Section 5: The Constitutional Review Committee shall:

- a. Be composed of 5 members;
- b. The Chairman of CCR shall appoint the members of the Constitutional Review Committee with approval by the Board of Directors;
- c. Be mandated to have the following duties:
 - i. Provide a report to the Executive Committee prior to the final Annual Convention on the status of the constitution and pending amendments;
 - ii. To assist members in submitting constitutional amendments;
 - iii. To create constitution amendments;
 - iv. To submit, upon approval of the Chair and other necessary bodies in the Constitution, constitutional amendments;
- d. Create and maintain a charter approved by the Executive Committee;

Section 6: The Chair shall be an ex-officio member in every committee, and the Co-Chair shall retain the position of Chair should there be an absence;

Section 7: The Marketing Committee shall:

- a. Be composed of 5 members;
- b. The Chairman of CCR shall appoint the members of the Marketing Committee with approval by the Executive Committee;
- c. Be mandated to have the following duties:
 - i. To report to the Executive Committee on progress at the end of the every quarter, and weekly upon the call to convention;
 - ii. To work with the Chair to develop:
 - 1. Chapter Boxes;
 - 2. The CCR website and other similar sites;

3. The maintenance, development, and implementation of the CCR online store;
 4. The development of forms or other methods of communication to facilitate open and equal access to the Marketing Committee to chapters and other similar Republican organizations;
 5. Other similar resources;
- iii. To submit a full resources report to the General Session upon approval by the Executive Committee;
- d. The Marketing Committee shall create and maintain a new charter every year;

VIII. COLLEGE REPUBLICANS AND USAGE

Section 1: The California College Republicans shall be bound to the rules laid out in the official “CALIFORNIA COLLEGE REPUBLICANS Logo & Brand Identity Guidelines” when using the California College Republicans official logo on any and all official documents and correspondences.

Section 2: Chapters and individuals chartered under or related to the California College Republicans are also bound to the rules of the “CALIFORNIA COLLEGE REPUBLICANS Logo & Brand Identity Guidelines” in materials and correspondences where the California College Republicans logo is used.

Section 3: The Marketing Committee is responsible for making the “CALIFORNIA COLLEGE REPUBLICANS Logo & Brand Identity Guidelines,” or the Executive Board if no committee is active, public and easily accessible at all times.

Section 4: The “CALIFORNIA COLLEGE REPUBLICANS Logo & Brand Identity Guidelines” are amendable by a 2/3 majority vote of the Marketing Committee, subject to a simple majority vote for ratification by the Executive Board. If no committee is active, the “CALIFORNIA COLLEGE REPUBLICANS Logo & Brand Identity Guidelines” may be amended by a 2/3 majority vote of the Executive Board.”

IX. PARLIAMENTARY AUTHORITY AND INTERPRETATION

Section 1: CCR shall abide by procedures found within legal documents by the following order:

- a. Rules and Bylaws of California Republican Party;

- b. Constitution;
- c. Bylaws;
- d. Committee Charters;
- e. Robert's Rules of Order, 11th edition.

X. ETHICS

Section 1: To remain in good standing, all members and associate members of the Board of Directors must retain an ethical character.

Section 2: Unethical activities shall include the following:

- a. Lying to the Executive Committee, Board of Directors, or Parliamentarian's Office;
- b. Laundering, converting, or otherwise unlawfully using or transferring CCR funds;
- c. Engaging in battery or excessive attempts of assault against any member with the intent to coerce;
- d. Using the position of title or office in issuing, receiving, or distributing of private favors;
- e. Willfully ignoring a defined conflict of interest pursuant to these Bylaws;
- f. Using the name of CCR without the permissions outlined the Constitution or these Bylaws;
- g. The unauthorized, public disclosure of personal communications either in group chats or in one-on-one electronic communications on social media, except in the cases that the said material is officially declassified by: (1) the Judicial Board or (2) a general vote of the Board of Directors or Convention. This provision shall define unauthorized, public disclosure as that of communications on a public site which would be damaging to the reputation of the California College Republicans as an organization or to the personal and/or professional relationships of the injured party. This provision shall include, but not be restricted to, posting of screenshots of private individual and/or personal conversations to any form of social media of which encompasses an expansive audience, which shall include, but not limited to, private or public Facebook groups, official board chats, Instagram posts, or Twitter.

Section 3: All members or associate members of CCR retain a right to petition for CCR for a redress of grievances for unethical activity.

XI. AMENDMENTS

Section 1: All proposed amendments must be submitted to the recording secretary within 3 days of a Board of Director's meeting.

Section 2: Resolutions for proposed amendment to be enacted by the Executive Committee must be submitted to the recording secretary within 3 days of a Board of Director's meeting.