

THE CABRILLO COLLEGE REPUBLICANS AND LIBERTARIANS CLUB

CONSTITUTION / BYLAWS

The purpose of this club is to provide students with a conservative student organization. These are the bylaws and constitution of the Cabrillo College Republicans and Libertarians (henceforth known as the CCRL).

Article I: Officers

- A. The Executive Board shall be comprised of three officers:
 - a. Republican Co-President
 - b. Libertarian Co-President
 - c. Club Manager
- B. The Presidents shall:
 - a. Prepare weekly general meetings.
 - b. Oversee their caucuses and promote activism.
 - c. Alternate as the ICC representative unless delegated to another person, and:
 - i. Report club activities to the ICC.
 - ii. Ensure that there is a representative from the club to every ICC meeting.
 - iii. Complete ICC RFFs and request agenda items when needed.
- C. The Club Manager shall:
 - a. Handle all financial matters of the club and be listed on the ICC roster as the Treasurer for the club.
 - b. Manage the club roster and all contact information with other members.
 - c. When needed, complete Purchase Requisitions, RFFs, and other ICC documents.
 - d. Take meeting minutes when needed.
 - e. Be responsible for the bi-annual chartering process with the Cabrillo College ICC.
 - f. Act as a representative to the ICC when the Presidents are unavailable to do so.
- D. Elections for Officers:
 - a. All officers must be students in good academic standing. They must also meet the following requirements in regard to political affiliation:

- i. The Republican Co-President must be registered to vote with the Republican Party.
 - ii. The Libertarian Co-President shall remain non-partisan.
 - iii. The Club Manager must be registered to vote with the Republican Party, Libertarian Party, American Independent Party, or registered with no party affiliation. Furthermore, the Club Manager cannot run for re-election. If there is no candidate for re-election, then the current Club Manager retains their position.
 - b. Voting shall occur in person during the final meeting of the year. The current Club Manager shall lead the elections.
 - c. The election process shall follow Roberts Rules of Order unless otherwise stated. The current Club Manager shall open the floor for nominations to one position at a time.
 - d. After nominations have been made, the Club Manager shall allow each candidate to make their statements. After that, the Club Manager shall open the floor to questions.
 - e. After questions, the club manager shall hold a roll call vote for one position at a time. Every individual on the roster shall receive a vote.
 - f. An officer must receive a majority vote. If no officer receives a majority vote, the candidate with the least amount of votes is eliminated and a runoff election is held.
- E. An officer can be impeached through using Robert's Rules of Order at any official meeting and shall require a two-thirds vote of the people present to pass this motion.
- F. If a vacancy arises for any officer position, another election shall be held.
- G. The Executive Board retains the ability to appoint people to any non-officer position. The Executive Board also retains the ability to create, modify, or destroy any non-officer positions. Examples of said non-officer positions can be Communications Officer, Publications Officer, Republican Central Committee Representative, etc.

Article II: Meetings

- A. Meetings shall be held once every regular school week. The presidents shall organize each meeting.

- B. Parliamentary procedure shall only be used if an action is being made. If an official action is being made, the meeting must be announced one week in advance and at least four individuals must be present for quorum.
- C. The Club Manager shall take all meeting minutes. If there is no action, minutes can be brief summaries of what happened. However, action items must include who moved, who seconded the motion, and the final number of yes and no votes.
- D. The club is encouraged to avoid bureaucracy. Membership should be free flowing and inviting. Participation in club activities should be simple and welcoming.

Article III: Activities

- A. All club members, including officers, before making any expenditures or advertisements for any events, must have approval from the Executive Board.

Article IV: Club Advisor

- A. The role of the advisor is to:
 - a. Serve as the official staff representative of the college.
 - b. Work closely with the club to insure a cooperative relationship between the advisor, and the club membership.
 - c. Help each officer of the organization understand their duties.
 - d. Give particular attention to the financial activities of the group order to prevent the incurring of organizational debts for succeeding members to pay.
 - e. Help students to understand and apply democratic principles within their own organizations, and in working with others
 - f. Be present for all official club/organization meetings and activities (business and social), and to advise students of the policies and procedures which they must follow as a club/organization.
 - g. Be familiar with the ICC Bylaws and club financial process.
 - h. Take all reasonable steps to ensure the safety and welfare of club members.
 - i. Ensure that appropriate college policies are upheld.
 - j. Facilitate conflict resolution among club members.
- B. If no advisor can be found, the club shall still continue to meet until one can be found.

Article V: Governance

- A. Amendments to these bylaws and constitution require a 2/3 vote at an official meeting that document quorum with an advisor present.

Article VI: Caucuses

- A. College Republicans:

- a. The College Republicans monetary account must be kept separate from those of the other caucuses.
- b. The College Republicans shall charter to California College Republicans, and undertake all responsibilities and benefits that come with doing so.
- c. The College Republicans as a group are granted permission and rights to operate independently of the CCRL under the discretion of the Republicans President.

- B. Liberty Caucus:

- a. The Liberty Caucus shall charter to Young Americans for Liberty.
 - i. In order to charter to YAL, the Liberty Caucus cannot participate in partisanship activities or exchange funds with any other partisan caucus.
- b. The Liberty Caucus as a group are granted permission and rights to operate independently of the CCRL under the discretion of the Libertarian President.