

Cyber Defense Club Constitution

Article I. Name and Purpose

1 Name

1. The official name for this organization is the Cyber Defense Club.
2. This organization may also be referred to as 'CDC@UI'.
3. In these Bylaws it is referred to as the Club; the National Collegiate Cyber Defense Competition is referred to the NCCDC or CCDC.

2 Purpose

1. The Club is organized and will be operated exclusively for educational and scientific purposes to promote the following:
 - a) An increased knowledge of and greater interest in the science, design, development, construction, languages, management and applications of information security in computing.
 - b) Greater interest in information assurance and its applications
 - c) A means of communication between persons having an interest in computing.
2. All activities of this organization must be directed toward this purpose.
3. The Club will serve students at UI and other interested persons in the community.

Article II. Membership

1 Requirements

1. Membership in the club shall be open to all persons affiliated with the University of Idaho.
2. Voting membership in the club shall be granted to all student members of the club.
3. Voting membership privileges in the club expire at the end of the semester in which the student is a student.
4. All members are required to demonstrate support for the purpose of this organization.

2 Voting

1. A simple majority shall be defined as more than fifty percent (50%) of the voting body.
2. A supermajority, also known as a super majority, shall be defined as more than sixty-seven percent (67%) of the voting body.
3. An absolute majority, also known as a majority of the entire voting membership, shall be defined as the simple majority of the entire voting membership.
4. An absolute supermajority shall be defined as the supermajority of the entire voting membership.
5. A Plurality, also known as a relative majority, shall be defined as the candidate with the most votes, even if there is no majority.
6. Voting members of the Club may vote in advance by providing their vote to the advisor of the club any time in advance of the vote.
7. Only in times specified in the Constitution can non-voting members vote in events.

3 Rights

1. All members are eligible to attend all meetings and events of this organization.
2. If a fee is charged to attend a particular event, the membership will establish a fee scale for voting members, non-voting members, and others as appropriate.

4 Withdrawal of Membership

1. Members may have their membership downgraded for failure to adhere to the requirements for membership as stated above.
2. Intent to withdraw the membership of a member must be brought up as a motion during a regularly-scheduled meeting.
3. A supermajority vote at a regular or special meeting shall be sufficient to withdraw membership.
4. Members to be voted upon in this regard will be notified of the of the reason behind and intention to do so in writing at least one week prior to the meeting at which the vote will be taken.

Article III. Non-Discrimination Clause

1. Membership decisions will not be discriminated upon on the basis of age, race, religion or creed, national origin, ethnicity, gender, disability, or sexual orientation.

Article IV. Officers

1 Officer Titles

1. President
2. Vice President
3. Secretary
4. Treasurer

2 Duties

1. The President is the principal officer and is responsible for leading the Club and managing its activities in accordance with the policies and procedures and these bylaws. The President shall preside at all meetings of the Club and of its Executive Board.
2. The Vice President shall preside at meetings in the absence of the President, assist the President in the management of the Club, and perform other duties that may be assigned by the President.
3. The Secretary shall keep the minutes of all Club and Executive Board meetings. Other duties of the Secretary include:
 - a) Upkeep of the club's OrgSync presence and website.
 - b) Maintaining the records of the Club.
 - c) Submission of any proposed amendment to these bylaws to the Club Executive Board. Proposed amendments must be approved before they can be submitted to the Club's membership for a vote.
 - d) Perform other duties as assigned by the President.
4. The Treasurer shall collect dues, pay all bills, and maintain the Club's financial records. Duties of the Treasurer also shall include:
 - a) Preparation of the Club's Annual Financial Report for presentation to the Club at the Annual Election meeting.
 - b) Perform other duties as assigned by the President.
5. The Community Liaison will be responsible for contacting companies and organizations and will act as the mediator between the Club and the community. The Community Liaison will also be the chair of the Fundraising Committee. The Community Liaison will perform any other duties designated by the Chair.

3 The Executive Board

1. The Executive Board shall consist of the Club officers, with vote, the Club Advisor, without vote, and the chairs of the Club's standing committees, without vote.
2. If the chair of one of the Clubs's standing committees is also one of the Club officers, that person or persons will retain their vote.

3. If a person holds more than one officer position, that person will only be allowed one vote total for all positions held and not one vote per position held.

4 Requirements for Running for and Holding Office

1. All officers and candidates for office must be currently enrolled UI students.
2. All officers are required to participate and all Executive Board and regular meetings, unless notice has been made to the other officers and/or adviser in advance.

5 Nominations and Elections

1. Nominations for all offices will be taken from the floor of the second regular meeting of April each year.
2. Any members may nominate any other member, including themselves.
3. Elections will be held at the third regular meeting of the April.
4. Nominations may also be made during the election meeting itself, prior to closing of nominations and taking the vote.
5. A simple majority vote of the members present at that meeting will be sufficient to elect an officer.
6. If there are more than two candidates and no candidate receives a majority, there will be a run-off vote between the top two vote recipients in the general meeting.
7. If there are only two candidates and neither candidates receives a majority, the decision will be made by the plurality of votes.
8. If there are only two candidates and neither candidate receives a majority and there is no plurality, the decision will be made by a coin flip. The coin flip will be performed by the incumbent Advisor.
9. New officers will be installed at the last meeting of the spring semester. For the time leading up to this, the officer-elects will shadow the current officer who holds the same position.

6 Removal from Office

1. Officers may be removed from office for failure to perform duties or for violations of membership clause.
2. Officers to be voted upon in this regard will be notified of the intention to do so in writing at least one week prior to the meeting at which the vote will be taken.
3. A supermajority vote at a regularly scheduled meeting shall be sufficient for removal from office.

7 Terms of Office and Vacancies

1. The term of office shall be from the last meeting of spring semester until the first meeting of April the following year.
2. The President, Vice President, Secretary and Treasurer are the only positions that must each be held by separate individuals.
3. Should a vacancy in an office occur, there will be another nomination procedure and election for the vacant office.
4. In the meantime, the Vice President will assume the duties of the President, the Secretary will assume the duties of the Vice President, and the Treasurer will assume the duties of the Secretary should those offices be vacant, any other officer will assume the duties of the Treasurer should that office be vacant.
5. If an officer is installed after the beginning of a term, the part of the term served will be counted as a full term.

Article V. Meetings

1. Meetings shall be held as planned by the Executive Board.
2. Special meetings may be called by any combination of three members of the Executive Board. Notice of special meetings must be communicated to all members at least 72 hours in advance of the meeting.

3. Emergency meetings may be called by any combination of three members of the Executive Board. Notice of emergency meetings do not need to be communicated in advance.
4. To conduct business at any meeting, one half of the entire voting membership must be present to form quorum.
5. Written notices of all meetings shall be distributed to all members at least one week prior to any meeting.

Article VI. Committees

1 Non-Standing Committees

1. All major projects of the Club shall be represented by a committee.
2. Other committees may be appointed by a majority vote of the members at a regular meeting of the Club.
3. In appointing such committees, Club members must specify the purpose and chair of that committee, and establish its duration.
4. Any and all members of the Club are welcome to participate and be a member of a committee.
5. All committees may also have a vice-chair if desired.

2 Events Committee

1. The Events Committee is one of two standing committees of the Club, whose purpose is to plan events and programs for the organization.
2. The Events Committee will work closely with the Executive Board during the fulfillment of their duties.
3. All decisions of the Events Committee involving committing organization funds will require the approval of the majority of the voting members of the Executive Board of the Club.

3 Fundraising Committee

1. The Fundraising Committee is the second of the two standing committees of the Club, whose purpose is to plan fundraisers for the organization.
2. The Fundraising Committee will work closely with the Events Committee and the Executive Board during the fulfillment of their duties.
3. All decisions of the Fundraising Committee involving committing organization funds will require the approval of the majority of the voting members of the Executive Board of the Club.

Article VII. Affiliations

1 UI

1. This organization is a recognized student organization at the University of Idaho, but is not part of the University itself.
2. In all correspondence and business transactions, it may refer to itself as an organization at UI, but not as part of UI itself.
3. The Club accepts full financial and production responsibility for all activities it sponsors.
4. The Club agrees to abide by all pertinent UI policies and regulations.

Article VIII. Faculty/Staff Advisor

1 Advisor Requirements

1. The Club Advisor shall be either a member of the faculty or full time staff of the University of Idaho.
2. The Club Advisor shall be selected by the Executive Board immediately following the Election Meeting.

2 Duties

1. Officers should meet with the advisor at least once a semester.
2. An advisor may not vote in matters of the Club, hold office or unduly influence decisions of the student organization.
3. The Club Advisor shall be generally responsible for the activities of the Club. Specifically:
 - a) The Advisor will help provide continuity from year to year as student leadership and personnel change.
 - b) The Advisor will promote good student-faculty relationships.
 - c) The Advisor will help maintain university standards in all activities of the Club.
 - d) The Advisor will exercise financial supervision, if necessary, by:
 - i. promoting prompt payment of bills and collection of dues;
 - ii. overseeing the settlement of all accounts in the event of dissolution of the Club; and
 - iii. representing the Club interests to the faculty and administration.

Article IX. Disbursements and Dues

1. Disbursements from the Treasury for Club expenditures shall be made by the Advisor, President, or Treasurer and shall be included in the minutes of its meetings.
2. Emergency disbursements that do not occur during a meeting must be included in the minutes of the meeting immediately following the disbursement.
3. Disbursements above \$50 must also have authorization of the Executive Board.
4. Dues shall be fixed annually by the Executive Board.
5. Dues shall be on a per semester basis.
6. Dues made after the beginning of a semester shall not be pro-rated.

Article X. Bylaws and Amendments

1 Bylaws

1. No official business of the Club shall be conducted unless a quorum of the Executive Board is present. A quorum of the Club shall be defined as fifty-one percent of the voting membership.
2. A simple majority of the voting members present shall be required to carry a motion.

2 Amendments

1. This constitution can be amended by a two-thirds vote of the entire voting membership at a regular meeting of the Club.
2. In the case that a proposed amendment is vetoed by the Executive Board, a reason must be released explaining the decision before or at the next regular meeting.
3. Notification of such a motion must be made to voting members at least one meeting in advance of the one in which the actual vote is taken.

Article XI. Dissolution of the Club

1. Dissolution of this Club by consent of the members shall consist of unanimous agreement of all its officers together with a simple majority vote at a meeting which has been publicized 30 days in advance, to all voting members of the Club for the purpose of taking this vote.
2. The 30 day in advance requirement for a meeting to dissolve the Club must be met unless the next meeting is the last meeting of the spring semester. In that case, notice to dissolve the Club must be made one week in advance of the last meeting of the semester.
3. Should this Club be dissolved, its assets and liabilities shall be transferred to the Computer Science Department of the University of Idaho or another entity which must be voted on by a majority of the Executive Board and the transfer shall be supervised by the Club President or Faculty Advisor.