CONSTITUTION AND BYLAWS OF COMPUTER INFORMATION LEAGUE

Illinois Central College

East Peoria, Illinois

Adopted 9/11/2018

**Article I –** Name

Section 1. The name of this organization shall be Computer Information League and nicknamed CompILe.

**Article II –** Purpose

Section 1. Our purpose is to bring together groups of passionate learners who have a desire to improve their computer software skills. Together we will support and guide each other as we strive side by side to gain knowledge that will help us acquire employment in the tech industry.

**Article III –** Source of Power

Section 1. Computer Information League derives its authorization from the Manager of Student Life, the Dean of Students, Vice President of Student Services, the President of the College, and the Board of Trustees of the College. They have the power of veto over any decision made by this organization.

**Article IV –** Membership

Section 1. Membership is limited to ICC students, faculty and staff, and to residents of Community College District 514. All requirements must conform to the Board of Trustee’s policies regarding nondiscrimination on the basis of race, sex or national origin.

**Article V –** Executive Board/Officers

Section 1. Officers of this organization shall be called President, Vice President, 2nd Vice President, Secretary, and Treasurer.

Section 2. Officers must be ICC students and have a basic knowledge of computer science.

Section 3. Each officer term will last for one academic year, effective after the last day of the spring semester finals.

Section 4. Duties of Officers.

Part 1. The President’s duties will be to lead meetings, represent the organization at all formal meetings, and create the agenda for each meeting.

Part 2. The Vice President’s duties will be to organize any formal competitions, take responsibility for the well-being and upkeep of all committees, and assume the President’s duties at meetings if the President is absent.

Part 3. The 2nd Vice President’s duties will be to give remind all members of organization meetings and activities, promote the organization, and assume the President’s duties at meetings if the Vice President and President are absent.

Part 4. The Secretary will take records of every meeting and keep records of all organization committees, and activities that have taken place.

Part 5. The Treasurer will keep records of the student organization’s budget and give a report every meeting.

Section 5. If an officer cannot complete their term a special election will be held for their office.

Section 6. Officers may be removed from their office if they are no longer an ICC student or if voted out by a majority of members.

**Article VI –** Meetings

Section 1. Meetings shall be held the first and third Tuesday of the month. Meeting dates and times may be revised by a simple majority of members.

Section 2. Special meetings may be called at any time by the President or chairperson of their committee upon petition of 2/3 member vote, the entire executive board, or the majority of the committee members upon 2 of days notice of such meetings to members.

Section 3. A quorum shall consist of a majority of members present at a meeting.

**Article VII –** Elections

Section 1. Elections of officers shall be held every spring semester two weeks before finals on a regular meeting day.

Section 2. All members of the Computer Information League may cast a vote during the elections.

Section 3. Any member can nominate another member for office on election day. Nominations and elections for the highest ranked officers will start first. Members may be nominated for more than one position.

Section 4. Voting will be by secret ballot. To win the election, a member will need a majority of the votes. If a majority is not reached, another election will take place with the two nominees who had the highest percentage of votes. If a tie occurs, nominees will give another speech and another election will occur until the winner is decided.

**Article VIII –** Sponsors, Advisors

Section 1. Computer Information League shall be advised by one or more members of the ICC faculty or staff.

Section 2. The advisor(s) will be selected by a unanimous vote by all executive board members.

Section 3. The advisor(s) will help to coordinate the students’ efforts. The advisor(s) will be present for all organization meetings and all organization outings/activities and projects. These duties are in addition to duties and/or responsibilities outlined in the ICC Student Life handbook.

Section 4. An Advisor will be removed if they are no longer an ICC faculty or staff member or if the advisor wishes to be removed.

**Article IX –** Committees

Section 1. Standing Committees

Part 1. Security Committee will ensure the security of the organization data and explore different security methods.

Part 2. App Development Committee will develop desktop and/or mobile applications.

Part. 3. Website Committee will develop/maintain the organization website and other websites and/or website applications.

Section 2. Committee chairs will be appointed by a simple majority of members present.

Section 3. Any organization member may join a committee and is not limited by a set number of committees they want to join.

Section 4. Committee chair duties will be to appoint meeting dates and times, lead committee meetings, and keep all records of the committee.

**Article X –** Dues

Section 1. There shall be NO dues.

**Article XI -**Handling of Funds

Section 1. All funds collected on campus must be deposited in the student organization’s Trust and Agency account. The treasurer shall be the primary officer designated to handle the organization finances and manage the Trust and Agency account.

**Article XII –** Amendments

Section 1. The constitution may be amended by 2/3 total membership vote. Amendments may be tabled for vote at a later meeting by the President. Any member may present a proposed amendment at the beginning of an organization meeting.

**Article XIII-** Ratification

Section 1. This constitution shall be ratified by a majority of the present people voting in favour of the constitution.