

CONSTITUTION AND BYLAWS

History Club at California State University Dominguez Hills

ARTICLE I:

NAME

Section 1

The name of this organization shall be The History Club.

ARTICLE II

PURPOSE

Section 1

The purpose of this organization is to promote the study of history through the encouragement of research, good teaching, publication, and the exchange of learning and ideas among historians.

Section 2

This organization is sworn to abide by all policies set forth by the University and the Office of Student Life.

ARTICLE III

AUTHORITY

Section 1

This organization is a recognized student organization at CSUDH and adheres to all campus policies.

Section 2

This organization may establish Standing Rules to govern administrative and procedural matters. Standing Rules shall not conflict with these bylaws. Standing Rules may be adopted, amended, or temporarily suspended by a majority vote present at an organization meeting where a quorum is present.

Section 3

The rules contained in the most recent version of *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority for this organization and shall govern in all cases to which they are the applicable and in which they are not inconsistent with these bylaws and any special rules of order organization may adopt.

ARTICLE IV

MEMBERSHIP

Section 1

Membership in the organization shall be open to both history majors and nonmajors alike regularly attending CSUDH. Each

regular member has equal rights and privileges.

Section 2

Eligibility for membership or appointed or elected student officer positions shall not be limited on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identity, marital status, citizenship, sexual orientation, or disability. The organization shall have no rules or policies that discriminate on the basis of these factors.

Section 3

This organization shall prohibit all members and officers from engaging in hazing or committing any act that injures, degrades or disgraces any fellow student.

Section 4

This organization shall comply with Title 5, Section 41301, Standards for Student Conduct.

Section 5

Members shall not be required to pay dues.

Section 6

Members shall be required to attend at least one to three events per semester.

ARTICLE V

OFFICERS

Section 1

The History Club will consist of four officers.

Section 2

Powers and Duties of Officers

a. President – The President will be responsible for administering all Chapter meetings and will maintain the official membership list for the Tau Epsilon Chapter of Phi Alpha Theta. The president will also be responsible for ensuring that the Chapter is in compliance with all University policies.

b. Vice President – The Vice President will assume all roles of the president in the event that the President is unavailable. The Vice President will also be the tie breaking vote in all standing or temporary committee proceedings.

c. Treasurer - The Treasurer will be responsible for maintaining the Chapter's financial records and coordinating fundraising activities.

d. Public Relations Officer - The Public Relations Officer will be responsible for maintaining accurate minutes of all club meetings, publicizing events, and assist with Phi Alpha Theta outreach efforts and communication with Club members.

Section 3

Qualifications necessary to hold office in this organization:

In compliance with code AAES93-08 of the CSU Chancellor's Office student office holders must meet the following academic qualifications:

a. Maintain a CSUDH grade point average of 2.0 each term for undergraduate students

b. Maintain a CSUDH grade point average of 2.5 each term for graduate students • Not be on probation of any kind

c. Earn 6 credit hours per term while holding office as an undergraduate student • Earn 3 credit hours per term while holding office as an graduate student

ARTICLE VI

SELECTION OF OFFICERS

Section 1

Officers will be elected at the end of every term to serve in the following full term. The vote will take place at the last meeting of the semester by way of secret ballot. Officers will serve for one semester and will be eligible for reelection for up to two terms in each of the three offices. With the exception of the President, any member in good standing within the club and meeting the qualifications for holding office are eligible for office. To be eligible for the office of president, candidates must serve in the organization for at least one semester in addition to the criteria for office. Any member in good standing is permitted to vote, as Previously stated, members-at-large are not permitted to vote.

Section 2

In the event of a vacancy of an office during the course of the semester the following procedure will be followed:

- a. President – The Vice President will assume the role of president. A special election to fill the office of the Vice President will take place at the first meeting after the office is vacated.
- b. Vice President, Treasurer or Public Relations Officer – A special election will take place at the first meeting after the office is vacated.

ARTICLE VII

MEETINGS

Section 1

Regular meetings shall be scheduled bi-monthly during the academic year.

Section 2

A majority of the officers should be present at the bi-monthly meetings.

Section 3

Special meetings may be called by the President or a majority of the Executive Committee. All members must be given a minimum of 24 hours notice prior to the meeting time.

ARTICLE VIII

EXECUTIVE COMMITTEE

Section 1

The Executive Committee shall consist of elected and appointed officers, with advisors serving as non-voting members.

Section 2

The Executive Committee shall meet bi-monthly during the academic year. Special meetings may be called, but a 24 hours notice must be given to all members.

Section 3

When necessary, Executive Committee business can be conducted over email.

Section 4

The Committee shall have general supervision of the affairs of the organization between meetings and shall report to the

membership all actions taken between meetings.

ARTICLE IX

Section 1

STANDING AND AD HOC COMMITTEES

Should the need of a standing committee be needed, one shall be appointed and established.

ARTICLE X

Section 1

FINANCES

Funds for the club shall be raised through fundraising.

ARTICLE XI

Section 1

AMENDMENTS

Proposed amendments to these bylaws shall be presented to the membership, in writing, one meeting prior to the meeting where the amendment will be voted upon.

Section 2

Bylaw amendments require approval by two-thirds of the voting members present at a regular meeting. The amendment shall be effective immediately unless otherwise stipulated in the amendment.

Section 3

A copy of any amendments to these bylaws must be submitted to the campus office handling recognition of student organizations at CSUDH within two weeks after adoption.