

The Constitution of The Economic Club of Santa Barbara

Article I. NAME

The name of this club shall be "Economics Club of Santa Barbara" (ECSB).

Article II. PURPOSE

The purpose of ECSB shall be to foster leadership development by coordinating educational and awareness projects. ECSB will work toward its goals by:

Engaging students who are interested in economics through various academic and social activities. An emphasis is placed on connecting students with faculty and networking opportunities to extend economic education beyond the classroom.

Article III. MEMBERSHIP

Section 1. Membership in ECSB shall be open to any interested undergraduate student at Santa Barbara City College and UC Santa Barbara, regardless of ethnic background, gender, or appearance.

Section 2. If necessary, a person's membership may be reviewed by the club officers for repeated or serious violations of the club constitution. Members may also be expelled by a unanimous vote of the club officers for gross ethical or professional misconduct.

Section 3. Membership in ECSB shall be attained by individuals who have attended half or more of ECSB's meetings or have been to three consecutive conferences. Until then, the said person will occupy the status of "trial." Once membership is attained, members must retain 50% attendance to maintain the membership.

Section 4. If a member falls below 50% attendance, said member will be put on a 3-week trial. To retain the membership, said member must attend at least one meeting during the trial period. Failing to meet the aforementioned requirement will result in a demotion to "trial" until membership is re-obtained.

Section 5. Membership in ECSB grants the individual voting power on club matters, as well as the privilege of being called a member.

Article IV. OFFICERS

Section 1. The Club Officers of ECSB shall be the President, Vice President, Treasurer, Secretary, and Events Chair. The creation of additional officer positions must be approved by a two-thirds vote of the active membership and with the support of the advisor.

Section 2. Only students may serve as officers, and officers must attend all meetings unless there is a conflicting arrangement.

Section 3. The duties of the President shall include:

- A. Coordinates weekly/biweekly meetings of the club.
- B. Attends all meetings of the club.
- C. Calls emergency meetings, under Article VII. Section 3.
- D. Provides leadership to the club.
- E. Works directly with the advisor to ensure the club is operating within the expectations of the College.
- F. Acts as the chief spokesperson of the club.
- G. Establishes an effective relationship with the Student Senate and the College Board of Trustees.

Section 4. The duties of the Vice President shall include:

- A. Presides at meetings in the absence of the president;
- B. Plans, coordinates, and recruits committees to manage a series of meetings and programs;

- C. Coordinates programs with the president and the executive leadership committee;
- D. Provides data on previous club events to allow the event chair to benefit from experience and suggestions for improvement;
- E. Provides timely and interesting advanced information for newsletters, social media, and mailings;
- F. Provides or coordinates information on forthcoming events to the secretary for inclusion in meeting notices or newsletters;
- G. Ensures strong leadership succession by identifying and recruiting new club volunteers;
- H. Provides mentorship to new officers

Section 5. The duties of the Treasurer shall include:

- A. Oversees club finances, collects dues, and receives other monies, e.g., proceeds from tickets;
- B. Follows reasonable financial practices;
- C. Assists the officers in preparing program budgets and financial controls.
- D. Maintains and supervises club bank accounts;
- E. Ensures that there is more than one signatory on all bank accounts;
- F. Ensures that adequate budget and financial controls are maintained;
- G. Pays all club bills on time.

Section 6. The duties of the Secretary shall include:

- A. Handles the correspondence of the club and keeps records of it.
- B. Maintains official records of meetings;
- C. Informs officers of deadlines for reports, mailings, and future commitments;
- D. Coordinates mailing of notices/newsletters to area alumni;
- E. Maintains a roster of officers with current address, including email, and telephone information;
- F. Maintains complete and up-to-date copies of the club's bylaws and other organizational documents

Section 7. The duties of the Events Chair shall include:

- A. Collaborates with other members of the executive committee to create and execute exciting, interesting events for the club constituency;
- B. Ensures the fiscal viability of all events;
- C. Maintains a list of events and statistics throughout the year;
- D. Submits the attendance list to public relations for any event featuring an SBCC speaker, including faculty, coaches, and senior administrators;
- E. Works closely with the club secretary, public relations, and webmaster to promote upcoming events.

Article V. OFFICER ELECTION/IMPEACHMENT

Section 1. All Club Officers shall be elected before April 30 and will serve a term from August 24 – December 12. Furthermore, for the successive term, all club officers shall be elected before October 30 and will serve a term from January 19 – May 14.

Section 2. Officer elections will consist of the following three-step process:

1. Nominations (A), 2. Elections (B), 3. Run-off elections (C) [if needed]
 - A. Nominations - Nominations will be held at the meeting before the scheduled date of elections. Any active club member may nominate a fellow club member to any of the club officer positions, except for the President position. Only members holding a current office position shall be eligible to run for the presidency of ECSB – the President position must be nominated from a current officer or advisor. Nominations will only be accepted during the meeting before the elections. Candidates can be nominated for more than one position, and they may nominate themselves for a position if they are not nominated by another member.

B. Elections - Elections will consist of each candidate speaking for up to five minutes, followed by up to three minutes of questions and answers from the club membership. Only active members present at the meeting shall cast a vote, and only these votes shall count toward the computation of the 50%+1 required margin for election to office.

The order of elections shall be as follows: Events Chair, Treasurer, Secretary, Vice President, President.

C. Run-Off Elections - If no candidate receives at least 50%+1 of the vote of the currently active club members, a run-off election shall be held between the two candidates receiving the most votes.

Section 3. If an officer is judged to be deficient in his/her duties (as decided by a unanimous agreement of the five other club officers and advisor), he/she may be removed by a two-thirds vote of the club's membership. The Advisor shall oversee the impeachment process to ensure a fair and democratic process.

Section 4. The filling of an office vacated by impeachment shall be conducted by a special election held in the manner of elections as defined in Article V, Section 2. In the case of a vacancy for the President, the Vice President shall be appointed President, and a replacement for the Vice President shall be elected.

Article VI. ADVISOR

Section 1. The Club Officers shall unanimously agree upon and appoint an advisor.

Section 2. The Advisor must be an SBCC faculty member or administrator.

Section 3. The Advisor's duties shall include:

- A. Meets with the club officers regularly.
- B. Attends club meetings and club activities.
- C. Keeps abreast of club issues and intentions.
- D. Meets with the Treasurer monthly to review account balances and financial transactions.
- E. Assists with the implementation of an officer transition program.

Section 4. The Advisor shall have veto power over any decision made by the club that is in direct violation of College policy. This authority shall be used only in circumstances where the club officers knowingly intend to violate College policy.

Article VII. MEETINGS

Section 1. The club shall meet at least once every two weeks. A listing of meeting dates shall be established by the Club Officers and shall be emailed to the membership no less than two weeks before the scheduled meeting.

Section 2. Only active student members may vote at meetings. Eligibility to vote is granted only if a student member has attended 50% or more of all meetings.

Section 3. If an emergency meeting of the club needs to be held, the President of the club shall have the authority to call such meetings. All officers must agree in advance to the emergency meeting, and at least 24 hours' notice must be provided to all active members by sending out both a voicemail and an email. Communication of emergency meetings will be the responsibility of the Secretary.

Article VIII. DISBURSEMENT OF FUNDS

Section 1. All disbursements of funds must be approved by the Treasurer and Advisor.

Section 2. Reimbursement for expenditures will only be accepted for members who have retained an original, itemized receipt and a description of the expense incurred.

Section 3. Any expenditure over \$50 must be approved by a majority of the Club Officers.

Article IX. AMENDMENTS

Section 1. Amendments may be made to this constitution at any time by a two-thirds vote of the active club membership.

Section 2. Members interested in proposing amendments to the constitution must submit the proposed amendment to the President no later than ten days before the club's next meeting. Section

3. The proposed amendment shall be presented via e-mail to the active club membership no later than five days before the meeting where the amendment will be debated.