The Chinese Students Club of Columbia University and Barnard College
Constitution

ARTICLE I - Name

Section 1. The name of the organization shall be the Chinese Students Club of Columbia University and Barnard College, hereafter referred to as CSC.

Section 2. The Executive Board of CSC, hereafter referred to as the 'E-Board,' shall consist of one President, one Barnard Vice-President, one Columbia Vice-President, one Treasurer, and one Secretary.

Section 3. The Executive Committee of CSC shall be made up of the five E-Board Members, and the Executive Committee Members, hereafter referred to as ECMs.

Section 4. The CSC Board, hereafter referred to as the 'Board,' shall be made up of the Executive Committee and the Organizational Committee Members, hereafter referred to as OCMs.

Section 5. The Senior Advisors shall consist of departing E-board Members and departing ECMs as outlined in Article IV Section 6.

Section 6. The General Body consists of any full-time undergraduate student at Barnard College, Columbia College, or the School of Engineering and Applied Science who attends at least one General Body meeting each academic year.

ARTICLE II - Purpose

Section 1. The purpose for which CSC is formed is to foster friendship among Chinese students, to represent and serve the interests of the Chinese community at Columbia University through political, social, and cultural activities, and to promote goodwill and friendship between the Chinese community and the community at large through the exercise of all powers possible to it under the rules of Columbia University and Barnard College.

ARTICLE III - Membership

Section 1. Membership shall be open to anyone and everyone who wishes to join CSC, regardless of race, religion, sexual orientation, gender, and/or physical handicap.

ARTICLE IV - Governance

Section 1. Only members who are full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science may vote or become a member of the Board.
Section 2. E-Board
The following E-Board Members shall be nominated and elected to the CSC board:

a) President: The President shall preside over all meetings of CSC, shall be an ex officio member of all committees established by the Board, and shall have the power to appoint members to such committees as the Board shall establish. The President shall be responsible for the overall activity of CSC and shall represent CSC in all official matters. Furthermore, in all meetings of the Board and of all other committees created by the Board, the President, in addition to the vote to which he/she is entitled to by virtue of being a member of such committee(s), shall have the power to decide the issue on any matter on which the members of the committee(s) may be evenly divided.

b) Vice-Presidents: There shall be one Barnard Vice-President who is a full-time undergraduate student of Barnard College, and one Columbia Vice-President who is a full-time undergraduate student of either Columbia College or Columbia Engineering. The two Vice-Presidents shall be elected by eligible members of the CSC, regardless of college affiliation. The Vice-President shall assume such duties delegated to them by the President. In the event of the President's absence, disability, or resignation, the Vice-President shall assume the duties of the President in the manner provided under Article VIII.

c) Secretary: The Secretary shall have charge of the general records and correspondence of the CSC, take attendance, and prepare written minutes of all meetings of the Board and of all meetings of the general membership.

d) Treasurer: The Treasurer shall have charge of the financial affairs and records of the CSC, and shall make such records available for inspection to any member of the Board or general membership when requested.

e) All E-Board Members shall also be considered members of the CSC General Body.

Section 3. Executive Committee

a) ECMs will be nominated and elected by any full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science.

b) The Executive Committee shall be the governing body of the CSC and shall have responsibility for the management of its affairs. Decisions made by the Executive Committee shall be passed by a majority vote of the members attending a validly convened meeting.

c) There shall be no more than nine Executive Committee Members, exclusive of the E-Board Members. All members of the Executive Committee shall be members of the CSC General Body.

d) All E-Board Members under Article IV, Section 2 shall also be members of the Executive Committee.
e) The Executive Committee shall have the power to appoint the Organizational Committee Members (OCMs).

f) Any member of the Executive Committee may call a meeting of the Board.

g) The terms of E-Board Members and ECMs shall commence upon election to office, and expire upon the elections of their successors at the election meeting the following year under Article V, except in the case of resignation or removal.

Section 4. Organizational Committee Members (OCMs)

a) OCMs shall be appointed to the Board by the Executive Committee within one month from the start of the fall semester. All prospective OCMs must go through at least an interview process before being accepted by or rejected from the Board. Each member of the Executive Committee shall have an equal vote and voice in the appointment process.

b) The Organizational Committee shall consist of no more than twelve members.

c) The OCMs shall assist the Executive Committee in the execution and management of its affairs. All members of the Organizational Committee shall be members of the CSC General Body.

Section 5. CSC Board

a) The CSC Board shall consist of the Executive Committee and the Organizational Committee.

b) All members of the Board shall have an equal vote in all matters presented to a meeting of the Board.

c) The Board shall be responsible for carrying out all matters and affairs of the CSC and for representing the CSC in accordance to the Purpose of this organization, as outlined in Article II.

d) All decisions made by the Board supersede those made by the E-Board.

Section 6. Senior Advisors

a) The role of the Senior Advisor shall be to advise the current Board on any and all matters related to the function of CSC to the extent deemed necessary by the Board.

b) The number of Senior Advisors shall not exceed seven.

c) An invitation to become a Senior Advisor shall be extended to all departing E-Board Members and any remaining spots may be filled by departing ECMs. The Executive Committee shall appoint all Senior Advisors within two weeks of the date of elections.
ARTICLE V – Elections

Section 1. Election meeting: An election meeting shall be convened by the Board at least two weeks before the end of each academic year.

Section 2. In order to be eligible to run, each candidate must be nominated and seconded no later than one week prior to the election date.

Section 3. Any full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science is eligible to be nominated.

Section 4. Candidates may only run individually. Candidate slates are not allowed.

Section 5. ECM Positions

a) ECMs shall be elected by a simple majority of the votes cast for that office by the body of full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science

b) Any full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science may cast one vote for each office for any candidate. Any current Board Member may cast three votes in the ECM election. All persons must remain in the voting room and listen to every candidate’s speech in order to retain voting eligibility.

c) [By-Law for 2013-2014]. In the event that the maximum number of Executive Committee Members (ECMs) allowed by the Constitution (8) is not attained, the Executive Board may vote in any member(s) who had achieved the necessary number of nominations (2) by the time that nominations were originally due until the maximum is achieved. The candidate in question must give a speech to the Executive Committee before the Executive Committee votes. A two-thirds majority must be achieved in order for the candidate to join the Executive Committee. [Voted on by Executive Committee 4/7/13]

Section 6. E-Board Positions

a) A brief recess will follow the election of the ECMs during which time voters may leave and enter the voting room.

b) E-Board candidates will present their speeches and all present may question the candidates on any and all issues related to the candidates’ performances in the CSC.

c) Each member of the current Board will then cast one vote for each E-Board position. Winners are determined by a simple majority. In the event of a tie the current E-Board will vote again between the two candidates with the highest number of votes and the winner will be determined by simple majority.
ARTICLE VI - Removal of Board Members

Section 1. Any member of the Board may be removed according to the following procedure. Upon the submission to any member of the Executive Committee of a written petition by at least 50% of the members of the Board, the President shall call a special meeting of the members of CSC. A Board Member shall be removed by at least a two-thirds vote of the members attending a validly convened meeting.

ARTICLE VII - Vacancies in Office

Section 1. Upon the President's temporary absence or disability, the Vice-Presidents shall share the duties and responsibilities of the President's functions during such a temporary period.

Section 2. Upon the President's permanent absence through resignation or other cause, the Vice-Presidents may decide between themselves who shall assume the functions of the President. In the event that there can be no agreement between them, the issue shall be decided by a vote of the Board.

Section 3. Upon the permanent absence of any other member of the Executive Committee through any cause, the remaining members of the Board shall appoint any full-time undergraduate student attending Barnard College, Columbia College, or the School of Engineering and Applied Science within two weeks, if it chooses to fill the vacancy. Upon appointment, the replacement shall immediately assume the functions of the vacated position.

Section 4. Upon the permanent absence of an OCM, the Executive Committee may appoint any full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science within two weeks if it chooses to fill the vacancy. This person shall immediately assume the functions of the position.

Section 5. Any member of the Board must present in writing a formal statement of his or her resignation at least two weeks prior to the date of his or her resignation.

Section 6. Upon the permanent absence of all members of the Board through any cause, any full-time undergraduate students attending Barnard College, Columbia College, or the School of Engineering and Applied Science may convene an election meeting.

ARTICLE VIII - Meetings

Section 1. All meetings of the CSC and of the Board shall be open to all members. Any member may address any of the meetings of the CSC.

Section 2. There shall be at least two General Meetings of all members of the CSC during each academic year, both of which to be convened by the President. At any general meeting, if at least 75% of the Board members are present, the members entitled to vote may decide any issue placed before them.
(other than an issue concerning the election or removal of an E-Board Member or executive committee member, or amendment to this Constitution by the vote of a simple majority). Any decision reached in such a manner shall override any conflicting decision of the Executive Committee.

Section 3. Quorums - No meeting shall be deemed validly convened unless the required quorum has been met.

a) There shall be no quorum required for a general meeting except for the purposes stated under section 2 (above).

b) The quorum at an election meeting shall be 75% of all Board members.

c) The quorum at a special meeting for the removal of a Board member shall be 75% of the Board.

d) The quorum at a meeting to amend this Constitution shall be 75% of the Board members.

e) The quorum at a meeting of the Board shall be a majority of the existing members of the Board.

f) There shall be no quorum required for a nomination meeting.

Section 4. Any meeting at which a quorum has not been met shall be reconvened at the earliest opportune time thereafter.

Section 5. Notice of Meetings: Appropriate notice, by posting, email, or otherwise shall be given as follows:

a) For general meetings, special meetings to remove Board Members, election meetings, nomination meetings, and meetings to amend this Constitution, at least one week in advance;

b) For meetings of the Executive Committee or the Board, at least three days in advance.

ARTICLE IX - Committees

Section 1. The Board may form a standing committee that facilitates in carrying out the Purposes of the CSC outside of event committees by a two-thirds majority vote of a validly convened meeting of the Committee or the Board.

Section 2. Committee members will be appointed by and removed at the discretion of the Executive Committee.
ARTICLE X - Non-affiliation

The CSC shall not be affiliated with any other organization or entities, unless such affiliation is consistent with the purposes of the CSC.

ARTICLE XI - By-laws

Section 1. By-laws may be adopted or amended by a majority vote of the Executive Committee, or by members at a general meeting. In the event of a conflict, those adopted by a general meeting shall take precedence.

Section 2. Each new Executive Committee shall ratify any existing By-Laws by a majority vote.

ARTICLE XII - Amendments of the Constitution

Section 1. A meeting to amend the provisions of this Constitution shall be convened by the Executive Committee upon submission to any of its members, a written petition by at least 25% of the General Body of CSC.

Section 2. The provisions of this Constitution may be amended with at least two-thirds majority of the full members present at such a validly convened meeting under Section 1.

ARTICLE XIII - Enactment and Ratification

Section 1. This Constitution shall be adopted by two-thirds vote of the current Board and shall take effect immediately, except that it shall be ratified by a majority vote of the members the General Body present at the next general body meeting. This Constitution supersedes all previous constitutions except that the Board Members in office at the time of the ratification of this Constitution shall continue in office until the next election meeting.

Last Updated April 2013.

[Voted by Board 4/28/13; Ratified by General Body 5/2/13]