

The Constitution of the Early Entrance Program Club

This document shall govern the Early Entrance Program Club of the California State University, Los Angeles.

Article I—Name of Organization

- (a) The name of this organization shall be the Early Entrance Program Club, hereinafter referred to as the Club or EEP Club.

Article II—Purpose of Organization

- (a) The purposes of this organization shall be:
 - (1) To provide assistance to the students of the Early Entrance Program (hereinafter the Program) through the provision of academic services and the coordination of extracurricular activities;
 - (2) to provide informal feedback to the Program regarding issues of student affairs;
 - (3) to, when appropriate, aid in the operations of the Program.

Article III—Membership

- (a) Membership Eligibility—Regular membership in this student organization shall be open to all currently enrolled and continuing students of California State University, Los Angeles, however, EEP Club is specifically designed for students of the Program.
- (b) Statement of Nondiscrimination—This organization or its membership shall not discriminate on the basis of race, religion, national origin, ethnicity, color, age, gender, gender identification, ancestry, marital status, citizenship, political affiliation, sexual orientation, fashion sense, physical or mental disability, medical condition, pregnancy, genetic information, covered veteran status, or any other classification that precludes a person from consideration as an individual.
- (c) Statement of University Compliance—All members of the organization are required to comply with University Procedures including but not limited to the Administrative Procedure 019-Alcoholic Beverages, Standards for Student Conduct: Prohibition on Hazing, Systemwide Policy Prohibiting Discrimination, Harassment and retaliation against students (Executive Order 1097) and the University Rules Governing Student Organizations.
- (d) Membership Categories—This club shall maintain the following membership categories:

- (1) Non-Program Member—
 - (i) Composition—The class of non-program members shall comprise all willing students not within the Program that meet the eligibility requirements outlined in Article III(a).
 - (ii) Rights and Privileges—Non-program members shall be entitled to rights and privileges as deemed appropriate by the board.
- (2) Regular Member—
 - (i) Composition—The class of regular members shall comprise all students within the Program.
 - (ii) Rights and Privileges—Regular members shall be entitled to the following rights and privileges:
 - (a) The right to vote in elections for the officers of EEP Club,
 - (b) to hold elected and voted office within EEP Club,
 - (c) and any other rights or privileges deemed appropriate by the board.
- (3) Dues-Paying Member—
 - (i) Composition—The class of dues-paying members shall comprise all Club members who have paid all dues imposed by the board.
 - (ii) Rights and Privileges—Dues-paying members shall be entitled to all the rights and privileges of regular members, as well as such additional rights and privileges deemed appropriate by the board.
- (4) Elder Members—
 - (i) Composition—The class of elder members shall comprise all regular members who have held their membership in the club for a time exceeding three years.
 - (ii) Rights and Privileges—Elder members shall be entitled to all the rights and privileges of dues-paying members, as well as such additional rights and privileges deemed appropriate by the board.
- (5) Honorary Member—
 - (i) Composition—The class of honorary members shall comprise individuals not currently enrolled at Cal State LA who have been extended honorary membership at the discretion of the board.
 - (ii) Restrictions—Honorary members shall not:
 - (a) be permitted to hold any other class of membership in this organization,
 - (b) or hold any rights or privileges extended to another class of member outlined in Article III(d).
 - (iii) Extension of Honorary Membership—Should the board deem it appropriate, they may, at any time, extend honorary membership to an

individual meeting the requirements outlined in Article III(d)(4)(i) by a unanimous vote.

- (a) An individual not meeting the requirements outlined under Article III(d)(4)(i) may be granted a waiver of requirements by a two-thirds vote of the board.
- (iv) Removal of Honorary Membership—Honorary membership shall be automatically removed if the individual ceases to meet the requirements outlined under Article III(d)(4)(i), unless they have been granted a waiver of these requirements under Article III(d)(5)(iii)(a).

Article IV—Elections

- (a) Elected Positions—Elections shall be held for the following positions:
 - (1) President
 - (2) Vice President
 - (3) Year Representatives
- (b) Times and Period when Elections Occur—
 - (1) General Elections—General elections for all elected positions shall take place annually at such time as determined by the board, but not exceeding two weeks from the end of Spring Semester.
 - (2) Special Elections—
 - (i) For a Vacated Position—Elections for officer or board positions vacated under Article V(f) shall be held no less than two weeks following the vacation of that position.
 - (ii) Following a Nullified Election—Special elections following the nullification of an election under Article IV(f)(3) shall be held immediately following the Special Committee on Electoral Conduct’s determination that the election should be nullified.
 - (3) Campaign Season—For the purposes of this article, campaign season shall be defined as the period from three weeks prior to the scheduled date of an election to the scheduled date of that election.
 - (4) Voting Period—Voting for all elected positions shall be held for one week, beginning on the day of the election.
- (c) Nomination Procedure—
 - (1) Nomination for an Elected Position—In order to be considered for any elected position, a prospective candidate shall submit the following to the elections commissioner no less than one week before the beginning of campaign season as defined in Article IV(b)(2):
 - (i) A written letter stating their intent to run for a position,

- (ii) a policy platform outlining the prospective candidate's major proposals,
 - (iii) a candidate biography delineating the prospective candidate's past experience and justifying their decision to run for their position.
- (d) Notification and Posting of Elections—
 - (1) Elections shall be announced verbally at the board meeting preceding the day of the election and through the year representatives' communication.
 - (2) The Elections Commissioner shall, upon their receipt of all materials required for nomination under Article IV(c)(1), post those materials publicly.
- (e) Election Procedures—
 - (1) Elections Commissioner—In the absence of a conflict of interest, the incumbent Secretary shall serve as the Elections Commissioner.
 - (i) Should the Secretary have a conflict of interest, they must inform the board at its next regular meeting.
 - (ii) Should the Secretary make a conflict of interest known to the board, the Board shall appoint an Elections Commissioner.
 - (2) Code of Election Regulations—The Elections Commissioner shall maintain a Code of Election Regulations, containing guidelines for the conduct of Club elections and instructions for sanctions should those guidelines be broken (hereinafter the Election Code).
 - (i) Provision to the Board—At least one month prior to the beginning of the Campaign Season, the Elections Commissioner shall provide the board an updated copy of the election code, containing the Election Code used by the previous board, as well as proposed amendments to that code.
 - (ii) Ratification—
 - (A) Without Amendments—Should the Elections Commissioner not propose any amendments to the previous code, the board may either vote to ratify the unmodified code under the Special Rule contained in Article VI(d)(3)(i), or to commit the code to a Special Committee on Amendments to the Code of Election Regulations under the Special Rule contained in Article VI(d)(3)(ii).
 - (B) With Amendments—Should the Elections Commissioner propose amendments to the previous code, the President may order the consideration of the amendments en bloc, under the Special Rule contained in Article VI(d)(3)(iv), order the consideration of each proposed amendment individually, under the Special Rule contained in Article VI(d)(3)(v), or commit the proposed amendments to a Special Committee on the Amendments to the Code of Election Regulations under the Special Rules contained in Article VI(d)(3)(iii)(C) and Article VI(d)(3)(iii)(D).

- (iii) Summary Requirement—Should the proposed draft of the Election Code substantially differ from its previous iteration, the Elections Commissioner shall also provide the board and all prospective candidates with a summary of all major changes to the Election Code.
 - (3) Voting Methodology—Instant-runoff voting among the relevant constituency shall be used in all elections.
 - (i) Constituencies—The President and Vice President’s constituency is all of the Club’s regular members, while the representative’s constituencies are delineated in Article VI(g)(1).
 - (4) Certification of Results—Following the conclusion of the one-week election period, the Elections Commissioner shall certify that the conduct of each election was fair, and consistent with the requirements outlined in this article.
 - (5) Refusal to Certify—Should the Elections Commissioner maintain a reasonable suspicion that an election was not conducted fairly, they may refuse to certify the results of that election.
- (f) Election Audits—
- (1) In General—Should the Elections Commissioner refuse to certify an election under Article IV(e)(4), or the board be made aware of improper conduct in an election, the board shall convene a Special Committee on Electoral Conduct (hereinafter Elcomm).
 - (2) Special Committee on Electoral Conduct—
 - (i) Composition—The Elcomm shall be chaired by the Elections Commissioner, and shall comprise four members, appointed by the board.
 - (ii) Responsibilities—The Elcomm shall be responsible for conducting a full audit of the election for which it was convened, determining wrongdoing in an improperly conducted election, and referring that audit to the Executive Committee and the full board for review.
 - (iii) Meetings—Upon convention, the Elcomm shall meet weekly, at such time as deemed appropriate by its chair.
 - (3) Election Nullification—Should the Elcomm determine a given election was conducted improperly in its audit, the results of the election shall be nullified, and a new election held.
 - (4) Punishment—
 - (i) In General—Should the Elcomm determine that a party or parties deliberately conspired to violate the provisions of this Article or the Election Code, they shall refer that information to the Executive Committee.
 - (ii) Executive Review—The Executive Committee shall review the veracity of all allegations submitted to it by the Elcomm under Article IV(f)(4)(i).

- (iii) Executive Sanction—Should it uphold a finding of deliberate wrongdoing by the Elcomm, the Executive Committee may impose sanctions on the accused individual consistent with those outlined in the Election Code’s guidelines for sanctions.

(g) Recall Elections—

- (1) Initiation—A recall election for any elected office may be initiated at any time by a petition containing the names and signatures of at least one-fourth of the affected constituency.
- (2) Vacation—If a majority is reached in favor of vacation, the position will be vacated immediately and the process delineated under Article V(e)(1) will begin.

Article V—Officers

(a) Description of Officers—

- (1) Only currently enrolled or continuing students in good standing at California State University, Los Angeles may serve as officers of this organization. The officers of this organization shall be:

- (i) President
- (ii) Vice-President
- (iii) Treasurer

(b) Duties and Responsibilities of Officers—

(1) The President shall

- (i) attend, participate, and supervise all club activities;
- (ii) supervise appointed officers;
- (iii) preside over all club meetings;
- (iv) chair the Executive Committee and cast a deciding vote in the event of a tie;
- (v) sign or co-sign all official documents;
- (vi) and maintain relations with Cal State LA students, faculty, and administration.

(2) The Vice-President shall

- (i) assume the responsibilities of the President should the President be unable or unwilling to do so;
- (ii) hold voting membership on the Executive Committee;
- (iii) and assist the President with administrative and supervisory duties.

(3) The Treasurer shall

- (i) create and maintain the annual budget;
- (ii) advise the Board on financial issues;
- (iii) collect and process club dues or fees;

- (iv) disburse payments;
 - (v) and maintain official EEP Club financial records;
- (c) Qualifications for becoming an Officer
 - (1) Students must be matriculated and enrolled at Cal State LA and maintain a minimum overall 2.0 grade point average each term. The student must be in good standing and must not be on probation of any kind.
 - (2) Undergraduate students must earn six semester units per term while holding office. Graduate and credential students must earn three semester units per term while holding office.
 - (3) Undergraduate students are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate and credential students are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate or credential objective, whichever is greater.
- (d) Terms of Office
 - (1) Terms—
 - (i) Elected Officers—Elected officers shall serve one year terms beginning during the conclusion of the semester in which they were elected, unless they were elected during a special election, in which their term would end at the conclusion of Spring semester of that academic year.
 - (ii) Board Members—Members of the board shall serve from the period of their appointment until the adjournment sine die of their administration's board.
 - (iii) Special Elections or Appointments—Individuals appointed or elected to their positions under Article V(e)
- (e) Procedure for Filling Vacated Offices—
 - (1) Elected Officers—
 - (i) In General—Should an elected officer vacate their position, a special election shall be held for their seat using the provisions outlined in Article IV(a)(2)(i).
 - (ii) Provisional Appointments—
 - (A) To the Office of the President—Should the President vacate their office, the Vice President shall assume their duties under Article V(b)(2)(i) until the results of a special election for the Presidency are certified.
 - (B) To Another Elected Office—Should an elected office other than the President's be vacated, the board may appoint a provisional officer to that position until the results of a special election for that position are certified.

(C) In the Case of a Regular Election—All provisional appointments are excused of their office should someone be elected to their position.

- (2) Board Members—Should there be a vacant Board position, the President, with the approval of the Executive Committee, shall appoint a replacement.
- (f) Removal of a Non-Elected Officer—Any member of the board may petition the Executive Committee to remove a non-elected officer. If the Executive Committee decides to remove the officer, the position is immediately vacated and the replacement process begins.
- (g) Removal of an Elected Officer—Elected officers may be removed by their constituency in a manner pursuant to Article IV(g).

Article VI—The Board

- (a) In General—The Board shall manage the activities and affairs of the club. They may exercise all powers of the club and perform all lawful acts not prohibited by the organs of CSULA.
- (b) Delegation of Powers—The Board may delegate any or all of its duties and powers to one or more officers or committees, and may terminate or change such delegation at will.
- (c) General Provisions—
- (1) Consensus—Decisions of the Board shall be passed either by unanimous consent, or by a formal, three-quarters vote of all members present at a given meeting, unless considered under a special rule outlined in this article.
- (2) Discharge—A member may present to the Board a motion to discharge the Board from consideration of a discussion item, provided that the Board has failed to pass all proposals related to that item.
- (i) The motion to discharge the board from consideration of a discussion item shall be considered valid if it amasses the support of at least one-fourth of all board members.
- (ii) Upon the presentation of a valid motion to discharge the board from consideration of a standing discussion item, the board shall consider the motion under the special rule outlined in Article VI(d)(1).
- (iii) Should a motion to discharge the board from consideration of a discussion item pass, the standing discussion item may be referred either:
- (A) to the Executive Committee, or
- (B) to a referendum of the regular membership.
- (iv) If a motion to discharge the board from consideration of a discussion item is considered en bloc with a motion to refer the discussion item to a

referendum of the general membership, the requirement that the Board fail to pass proposals related to the item shall be voided.

(3) Rules of Procedure—The board may enact additional rules of procedure, provided they do not conflict with this document.

(d) Special Rules—

(1) For a Motion to Discharge—

(i) Debate on a valid motion to discharge the board from consideration of a discussion item shall be limited to five minutes for each side (for and against).

(ii) Following debate on a valid motion to discharge the board from consideration of a standing discussion item, the board shall immediately vote on the matter.

(iii) The threshold for passage of a valid motion to discharge the board from consideration of a standing discussion item shall be a simple majority of all members present.

(iv) A motion to refer the discussion item to either body outlined in Article VI(c)(3)(iii) shall be considered en bloc with the motion to discharge the board from consideration of a discussion item, and shall be included as a supplement to the original petition.

(2) For Matters Brought Before the Presidential Conference on Appointments—

(i) In Cases of Deadlock—Should the President and Vice President be unable to reach an agreement on a matter brought before the Conference, the appointed members of the Executive Committee shall vote on the matter.

(A) On Matters of Composition—Should the Presidential Conference on Appointments be deadlocked on a proposal to determine the composition of the Board, the Executive Committee shall consider each point of conflict as a separate matter, with the President's plan to address the matter being considered first.

(B) On Matters of Appointments—All other non-conflictory positions that would sit on the Executive Committee must be appointed before a vote is held on these matters. In this instance, normal voting procedure for the Executive Committee as described in Article VII(a)(3)(i) is not followed, with every member being able to vote once. If the vote results in a tie, the President's favored candidate assumes the position.

(3) For Consideration of the Election Code—

(i) Unamended—Should the Secretary provide the Board with an unamended version of the Election Code, the board shall consider passing and ratifying the unamended election code as soon as it is provided to them.

The threshold for the passage of the unamended Election Code shall be a simple majority (51%) of all members present.

- (ii) Committing the Code to Committee—At any point prior to the ratification of the new Election Code, a board member may move to commit the Election Code to the Special Committee on Amendments to the Code of Election Regulations.
 - (A) Debate on this motion shall be limited to five minutes for each side (for and against).
 - (B) The threshold for passage of this motion shall be a simple majority (51%) of all members present.
 - (C) Should the motion pass, the board shall wait until the Special Committee on Amendments to the Code of Election Regulations provides the board a revised version of the code; at which point it shall consider that version.
 - (D) Immediately following the passage of the motion, the board shall consider the appointment of four members to the Special Committee on Amendments to the Code of Election Regulations.
 - (E) If the President opts to consider the Secretary's amendments to the Code of Election Regulations individually, the Special Committee on Amendments to the Code of Election Regulations shall consider only whether or not to enact the amendments referred to it, rather than providing a revised version of the code.
- (iii) Amended—Should the Secretary provide an amended version of the Code of Election Regulations to the board, the President shall rule on whether to consider the proposed amendments en bloc or separately.
- (iv) Consideration of Proposed Amendments En Bloc—Should the President opt to consider the proposed amendments en bloc, the board shall place the motion to ratify the amended Election Code on the agenda for its next meeting.
 - (A) Debate on this motion shall be limited to five minutes for each side (for and against).
 - (B) The threshold for the passage of the amended Election Code shall be a two-thirds majority of all members present.
 - (C) At any point prior to the passage of the amended Election Code, a board member may move to commit the proposed code to the Special Committee on Amendments to the Code of Election Regulations.
- (v) Consideration of Proposed Amendments Individually—Should the President opt to consider the proposed amendments individually, the board

shall place the motions to ratify each individual amendment on the agenda for the next meeting.

(A) Debate on this motion shall be limited to one minute for each side (for and against).

(B) The threshold for the passage of each amendment shall be two-thirds of all members present.

(C) At any point prior to the passage of an amendment, a member of the board may move to commit that individual amendment to the Special Committee on Amendments to the Code of Election Regulations.

- (4) For Appointments to the Special Committee on Rules—
- (i) Upon receiving notice from the Secretary that a request for consideration before the Special Committee on Rules exists, the Board shall immediately consider appointments to the Special Committee on Rules.
 - (ii) The President shall have the sole power to move that individuals be appointed to the Special Committee on Rules, and shall do so one meeting following the Secretary's notice.
 - (iii) The two motions to appoint each individual to the Special Committee on Rules shall be considered en bloc, and shall be taken up immediately.
 - (A) Debate on the motion shall be limited to five minutes for each side (for and against).
 - (B) The threshold for the passage of the motion shall be a simple majority (51%) of all members present, or unanimous consent of all members present, provided an objection does not exist.
- (e) Composition—The Board shall be chaired by the President, and shall comprise all elected officers of the club, as well as the various unelected board positions delineated in Article VI(g)(1)(i).
- (f) Quorum—The Board may convene and deliberate with any number of present members, although for the meetings' decisions to be recognized, there must be at least $\frac{1}{6}$ of the total Board members present.
- (g) Appointment of Non-Elected Positions—
- (1) Definitions—
 - (i) For the purposes of this section, the non-elected positions are as follows:
 - (A) the Secretary,
 - (B) the Treasurer,
 - (C) the Chair of Safety,
 - (D) the chairs of the various committees of the Board,
 - (E) any committee appointees under Article VII,

- (F) and any other positions as determined by the Presidential Conference on Appointments (under the stipulations of Article VI(g)(3)) or the Executive Committee.
- (ii) For the purposes of this section, the transitional period is defined as the period spanning from the end of the voting period for general elections as defined in Article IV(b)(4) to the beginning of the following semester.
- (2) Presidential Conference on Appointments—
- (i) Composition—The Presidential Conference on Appointments (hereinafter the Conference) shall comprise the President and Vice President.
- (ii) Powers—The Conference shall have the power to determine the makeup of the board during the transitional period, as well as to appoint all non-elected positions prior to the first meeting of the board.
- (iii) Meetings—The Conference shall meet only as required under Article VI(g)(3).
- (iv) Lack of Consensus—Should the President and Vice President be unable to reach an agreement on a matter brought before the Conference, the matter shall be considered deadlocked, and shall be referred to the Executive Committee under the Special Rule outlined in Article VI(d)(2).
- (3) During the Transitional Period—
- (i) The Conference shall meet no less than one week following the conclusion of the Voting Period as defined in Article IV(b)(4) to determine the composition of the board.
- (ii) Following the initial meeting of the Conference, all members of the club, with the exception of honorary members for the purposes of Article III(d)(4), may apply for a non-elected position by submitting an application to the President containing the following:
- (A) A cover letter stating the candidate's intent to apply for the position and explaining their reasons for applying,
- (B) and any other supplements as deemed necessary by the President.
- (iii) The Conference shall meet one week prior to the beginning of fall semester and the first meeting of the new board to consider applications for appointment to all vacant non-elected positions.
- (iv) If the Conference wishes to do so, they may appoint multiple applicants to the same position, though this decision must be upheld by the Executive Committee during its first meeting.
- (4) Following the Transitional Period—
- (i) Alteration of Board Structure—Proposed alterations to the structure of the board following the transitional period shall be approved by a two-thirds

majority of the Executive Committee, as well as a three-fourths majority of the board.

(h) Board Positions—The following are the required non-officer positions to serve on the Board and be appointed pursuant to Article VI(g).

(1) The Year Representatives (three, one for each of the first three cohorts of Program students) and Elder Representative (for the remaining older Program cohorts), who shall

- (i) hold voting membership on the Executive Committee,
- (ii) serve as liaisons between the Board and the student body of the Program,
- (iii) and send regular updates to their constituency conveying the information they are provided by the Secretary as per Article VI(g)(2)(v).

(2) The Secretary, who shall

- (i) hold voting membership on the Executive Committee,
- (ii) schedule and prepare meetings and agendas,
- (iii) keep the official record of meeting transactions,
- (iv) maintain a copy of all club documents,
- (v) coordinate outreach efforts and review the contents of communications from the Year Representatives,
- (vi) chair the Steering Committee, acting as an arbiter between the administration and the membership;
- (vii) and serve as the Elections Commissioner.

(3) The Safety Chair, who shall

- (i) hold qualifications as determined by the Board,
- (ii) distribute safety guidelines for Club events at their discretion, or as ordered by the President,
- (iii) and attend all Club events, or appoint someone to attend a specific event in their stead and fulfill their responsibilities should they be unable or unwilling.

Article VII—Committees

Part I—Standing Committees

(a) Executive Committee—

(1) Purpose—The Executive Committee shall serve to handle issues relating to the larger operational structure of the Club, and resolve conflicts they are referred to by the Board.

(2) Composition—The Executive Committee shall be chaired by the President, and consist of the Vice President, Treasurer, Secretary, Year Representatives, and Elder Representative.

- (3) Powers—The Executive Committee has final authority on all issues before the EEP Club board, unless their decision is superseded by campus policy.
 - (i) Utilization of Powers—Any proposal presented before the Executive Committee must be agreed upon through a vote. Each member of the Executive Committee holds one vote (regardless of number of positions held), and decisions are made by simple majority of the Executive Committee’s total voting membership.
 - (a) Voting Membership—Every member of the Executive Committee is a freely voting member, save the President, who can only cast a deciding vote should a tie occur.
 - (ii) Referendums—Should three or more members of the Executive Committee wish to do so, they can defer the issue at hand away from the Executive Committee and subject it to a simple majority referendum among all regular members.
 - (iii) Constitutional Affairs—The Executive Committee shall, as appropriate, consider amendments to the constitution.
 - (4) Quorum—All members of the Executive Committee must be present to successfully convene.
- (b) Steering Committee—
- (1) Composition—The Executive Committee shall be chaired by the Secretary and consist of the Vice President, Secretary, Year Representatives, and Elder Representatives.
 - (2) Purpose—The Steering Committee shall evaluate the overall state of the Club and address wider concerns and issues that it is facing in an effort to discover effective solutions.
 - (3) Powers—The Steering Committee may not enact binding policy, however, it may pass resolutions recommending policy to the board.
 - (4) Meetings—The Steering Committee shall convene at least once a semester. A meeting can be invoked by the board or by a petition of Club members with at least five names and signatures. Meetings should be heavily advertised, encouraging public attendance and input. If the committee does not reach a satisfactory conclusion, additional meetings must be scheduled.
 - (i) Cancellation—The Board shall have the power to cancel the current semester’s Steering Committee through a unanimous agreement.
 - (5) Presentation of an Issue—Any member may bring an issue for consideration before the Steering Committee.
- (c) Event Committee—

- (1) Composition—The Event Committee shall be chaired by the President, and shall comprise at least four members, appointed as non-officer positions for the purposes of Article VI(g)(1).
- (2) Purpose—The Event Committee shall generate proposals for EEP events.
- (3) Powers—The Event Committee may not enact binding policy, however, it may pass resolutions recommending policy to the board.
- (4) Meetings—The Event Committee shall meet at the discretion of its Chair, with at least twenty-four hours notice given to its members.

Part II—Special Committees

(a) Special Committee on Amendments to the Code of Election Regulations—

- (1) Composition—The Special Committee on Amendments to the Code of Election Regulations shall be chaired by the President, and shall comprise four other members as appointed by the board.
- (2) Convening—The Special Committee on Amendments to the Code of Election Regulations shall be convened whenever the Special Rule contained in Article VI(d)(3)(ii) is invoked.
- (3) Purpose—The Special Committee on Amendments to the Code of Election Regulations shall:
 - (i) Recommend amendments to the proposed Code of Election Regulations, if convened while the board was considering a motion under the Special Rule contained in Article VI(d)(3)(i) or the Special Rule contained in Article VI(d)(3)(iv),
 - (ii) consider whether or not to adopt specific amendments if convened under the Special Rule contained in Article VI(d)(3)(v).
- (4) Powers—The Special Committee on Amendments to the Code of Election Regulations shall have the power to recommend additional amendments to the Code of Election Regulations to the Board, or, if convened under the Special Rule contained in Article VI(d)(3)(v), prevent the Board from considering specific amendments to the Code of Election Regulations.
- (5) Meetings—The Special Committee on Amendments to the Code of Election Regulations shall meet at the discretion of its chair, provided its members are given twenty-four hours notice beforehand.
- (6) Report Requirement—The Special Committee on Amendments to the Code of Election Regulations must fulfill its purpose under Article VII Part II(a)(2) within one week of its first meeting; otherwise, it shall be discharged from consideration of the Electoral Code, and the board prevented from convening it on the same issue again.

- (7) Proposing Additional Amendments—At any point while the Special Committee on Amendments to the Code of Election Regulations is convened, a member of the board may request that the committee consider an additional amendment to the Code of Election Regulations; at which point, the committee shall be required to consider (favorably or unfavorably) that amendment in their final proposal.
- (b) Special Committee on Rules—
- (1) Composition—The Special Committee on Rules shall be chaired by the Secretary, or, when a conflict of interest exists, a temporary appointee; and shall comprise two appointed members that are not parties to the issue presented before the committee.
 - (2) Convening—The Special Committee on Rules shall be convened whenever there is a question on the interpretation of a rule contained in this document, or in any other official EEP Club document recognized under this Constitution and Bylaws (e.g. the rules of procedure of the board or the Code of Election Regulations).
 - (3) Purpose—The Special Committee on Rules shall consider disputes on the interpretation of the rules contained in this document, or in any other document recognized under this Constitution and Bylaws, or reference questions brought by an interested party on the interpretation of the same before a dispute exists.
 - (4) Powers—The Special Committee on Rules shall have the power to issue binding rulings on the questions brought before it.
 - (5) Meetings—The Special Committee on Rules shall meet at the discretion of its chair, provided both its members and the parties to the issue it is considering are granted twenty-four hours notice prior to the meeting.
 - (6) Submitting an Issue for Consideration—
 - (i) In Cases of a Dispute—Should a dispute exist on the interpretation of a rule, either party may file a request for consideration of the issue by the Special Committee on Rules with the Secretary.
 - (ii) In Cases of a Reference Question—Should a party desire an interpretation of a rule before a dispute exists, they may file a request for consideration of their question by the Special Committee on Rules with the Secretary.
 - (7) Consideration of an Issue—
 - (i) No less than twenty-four hours following the filing of a request for consideration, the Secretary shall inform the board that a request for consideration exists, and invoke the Special Rule contained in Article VI(d)(4) in order to appoint the members of the Special Committee on Rules.
 - (ii) Within one week of the appointment of the members of the committee, the parties to a dispute shall be required to each submit documents explaining their views on the issue, as well as relevant evidence; or, if the committee

is considering a reference question, the party bringing the question shall provide a document explaining, in detail, the question they are asking.

- (iii) Following the filing of case documents, the committee may request additional information from either party; or call on individuals to testify or provide evidence.
- (iv) Once the committee decides that it has received sufficient evidence, it shall issue a final ruling on the question.

Article VIII—Meetings

- (a) Types of Meetings—The Board and all committees meet on an ad hoc basis, with the exception of the Steering Committee.
- (b) Meeting Attendance—All of the Club’s meetings, with the exception of the Executive Committee, are open to the public.
- (c) Time and Occurrence of Meetings—It is the responsibility of the Secretary to establish a typical meeting location and time for committees for when they need to convene.
- (d) Method of Conducting Meetings—The manner in which meetings are conducted is the full discretion of the chairperson of the meeting.

Article IX—Finance/Fiscal Responsibilities

- (a) Dues—Every academic year, Club members have the option of paying dues, making them a dues-paying member, a status described in Article III(d)(2).
 - (i) Amount—The amount charged for Dues is decided by the Treasurer.
 - (ii) Collection—The Treasurer is responsible for collecting dues payments from members. Dues can be paid at any time following the Treasurer’s announcement that dues collection has begun for the academic year.
- (b) Budget Expenditures—
 - (i) Authorizer—The Treasurer is responsible for authorizing and logging all expenditures and reimbursements.
 - (ii) Disbursement of Funds upon Dissolution—Should the Club be dissolved, the Club’s remaining funds shall be donated to the Program. If the Program is no longer extant, the funds will be donated to the Honors College. If the Honors College is dissolved, the funds will be allocated at the discretion of the Executive Committee.
 - (iii) Personal Withdrawals—With the exception of Article IX(b)(ii), no club member may withdraw non-reimbursal club funds for personal use.

Article X—Advisors

- (a) Selection of Advisors—The Club is advised by the Assistant Director of the Early Entrance Program. If there is no such person, or if the person is unwilling to serve as the advisor, the Executive Committee must select an advisor to serve in their stead.
 - (i) Additional Advisor—If the Board so desires, an additional advisor may be selected.
- (b) Qualifications—The advisor must be a willing non-auxiliary Cal State LA employee.
- (c) Terms of Office—Advisors serve for indefinite amounts of time, stopping only if they resign or if the Board decides to relieve them of duty.
- (d) Roles and Duties of an Advisor—The advisor to the Club serves ex officio on and provides general advice to the Board. The advisor may also informally solicit the opinion of the board on matters of early entrant affairs.

Article XI—Amendments

- (a) Proposing Amendments—Any member of the Club may propose an amendment to the constitution via a written document presented to the Board, who will deliberate it and then forward it to the Executive Committee.
 - (i) In the Case of Executive Approval—If the Executive Committee deliberates the amendment and approves it by a $\geq \frac{2}{3}$ vote, the proposed amendment is publicly posted in the EEP space and advertised by the Year Representatives and Elder Representative.
 - (1) Objections—Members of the club are given five business days to submit an objection to the proposed amendment to the Board containing the signatures of a quarter of the regular membership.
 - (2) If an objection is filed, the Secretary will compile a list of arguments for and against the amendment from Club members and distribute it among EEP space and in an email to all Club members. This will trigger a referendum, open to all club members, on the topic of the amendment, that concludes no later than five business days after the objection is filed.
 - (3) Alternatively, if no objections are submitted during the time given to file objections, the amendment is automatically approved.
 - (ii) In the Case of Executive Disapproval—If the amendment is not approved by the Executive Committee, a special election to override the Council and ratify the amendment may be called via a petition containing the names and signatures of at least one-fourth of the members of EEP Club. The voting period for this election shall be five business days. If a simple majority of votes cast are in favor of the amendment, it is adopted.

Article XII—Ratification

- (a) Immediacy of the Constitution—This Constitution shall immediately go into effect upon ratification. Any amendments shall also be immediately ratified once properly approved as per Article XI.

Revision History

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