

# Bylaws

Bylaws of the  
Saddleback Astronomy and Physics Club

(September 2010)

# Bylaws

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## THE BYLAWS OF THE ASTRONOMY AND PHYSICS CLUB OF SADDLEBACK COLLEGE

### SECTION 1: GENERAL BYLAWS CODE

#### 1.10

The requirements for bylaws shall be know as the General Bylaws Code and shall  
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determine the procedures governing all <sup>Bylaws</sup> bylaws for the Saddleback College Astronomy and Physics Club.

#### 1.20 Definition of the Astronomy and Physics Club Bylaws

A bylaw shall be considered as a definite part of the Saddleback College Astronomy and Physics Club (afterwards referred to as the "Astronomy and Physics Club.") framework and carry the full weight of regulatory power.

#### 1.21

The Bylaws of the Astronomy and Physics Club shall be included in the following sections, each bearing the title of the code.

The bylaws shall be organized into a pertinent code section.

#### 1.211

Code sections shall be numbered and titled in the following manner:

1. General Bylaws Code
2. Organization Code

#### □ SECTION 2: ORGANIZATION CODE

#### 2.10 Astronomy Club Meetings

#### 2.11

special meetings may be called at any time by the President.

#### 2.12

special meetings required a simple majority to pass legislation.

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### 2.13

Only members of the Executive Council shall be voting members. Voting results are to be explained and posted at the next Astronomy and Physics Club meeting.

### 2.20 Executive Council Rules of Order

The Astronomy and Physics Club recognizes that an official the inherent right to make and enforce its own rules.

### 2.21 General Rules

#### 2.111

The Executive Council shall consist of the following appointed officers:

1. The President
2. The Vice-President
3. The Secretary
4. The Treasurer
5. The Director of Events
6. The Director of Public Relationships
7. The Inter Club Council Representative

All members of the Executive Council are expected to uphold the dignity of their office.

#### 2.212

Expulsion from the Executive Council shall be the most severe penalty that the Executive Council can pronounce upon a member of its own body.

##### 2.2121

No expelled Executive Council member shall be appointed to serve as an officer of the Astronomy and Physics Club thereafter.

##### 2.2122

Any officer, with the exception of the President, will be subject to removal from office as decided by the President.

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### 2.30 Duties of the Executive Council Members.

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The duties of the Executive Council members shall be as follows:

#### 2.31 President

- a) Prepares the agenda and presides at all Astronomy and Physics Club meetings.
- b) Represents the Astronomy and Physics Club at appropriate ceremonial, socials and political occasions.
- c) Serves as a representative of the Astronomy and Physics Club to faculty and administration.
- d) Appoints all members of the Executive Council.

#### 2.32 Vice President

- a) Assumes the duties of the President in his or her absence.
- b) Performs other duties as requested by the President.

#### 2.33 Secretary

- a) Keeps records and attendance at all Astronomy Club meetings.
- b) Attends to all correspondence requested of the Astronomy and Physics Club.
- c) Types agendas at all required meetings.
- d) Performs other duties as requested by the President.

#### 2.34 Treasurer

- a) Oversees all finances and processes all allocations and bills of the Club.
- b) Performs other duties as requested by the President.

#### 2.35 The Director of Events

- a) Helps in the planning of special events and field-trips.
- b) Performs other duties as requested by the President.

#### 2.36 The Director of Public Relationships

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- a) Serves as an intermediary between the Astronomy and Physics Club and the general public.
- b) Performs other duties as requested by the President.

2.37 The Inter Club Council Representative

- a) Represents the Astronomy and Physics Club at all I.C.C. meetings.
- b) Performs other duties as requested by the President.

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