



Saddleback *N*X Users Group

Constitution

February 20, 2003

1 Name of Organization

The name of this organization is the Saddleback Computer Science Society, herein referred to as SCSS.

2 Purpose of Organization

The Primary Purpose of SCSS is to increase general awareness, interest, knowledge and usage of computer science.

The Secondary Purpose of SCSS is to assist all members by providing the tools necessary to accomplish the Primary Purpose.

The Tertiary Purpose of SCSS is to lobby and research methods to further the Primary Purpose.

3 Membership

Membership in SCSS is available to anyone with a desire to learn about computer science and will not be restricted on the basis of age, disability, ethnicity, culture, gender, sexual orientation, operating system bias, computer architecture bias, national origin, (lack of) religion or genetic structure.

SCSS is and always will be an open entry/exit Organization with no membership dues.

4 Officers

Officers hold their positions for one year. Each President will apprentice a successor who must be voted in with a majority vote. If he is not then there will be general election completed within one month of this time.

If an officer leaves their position before their term is up, then elections will be held to replace them.

At any time any officer may be removed from office with a 2/3 majority vote. If a vote to remove an officer is proposed by any member during a meeting it must be voted on immediately.

4.1 Executive Officers

4.1.1 President

- Schedule meetings/events with appropriate college offices;
- Call all SCSS meetings to order and preside over them;
- Prepare meeting agendas;
- Represent SCSS on campus;
- Form user groups and special positions when needed;
- Maintain communication with advisor;
- Manage organization promotion and publicity of events;

4.1.2 Vice President

- Preside over meetings in the absence of the President;

4.1.3 Secretary

- Preside over meeting in the absence of the President and Vice President
- Maintain an accurate record of all Organization meetings;
- Post agendas and minutes for Saddleback student body within 48 hours after meetings;
- Maintain membership directory;
- Help create and distribute Organization memos and announcements;

4.1.4 Treasurer

- Preside over meeting in the absence of the President, Vice President and Secretary
- Maintain accurate record of Organization transactions;
- Develop Organization monthly budget and present it to members;
- Coordinate fundraising events;

- Solicit additional funding if needed from the Associated Student Government in conjunction with the President and ICC Representative;

4.1.5 ICC Representative

- Represent SCSS at all Saddleback Inter-Club Council Meetings;
- Provide members with information given at Inter-Club Council Meetings;
- Attend all Inter-Club Council activities;
- If there is no ICC Representative then another Officer must assume the role;
- Maintain proper relationships with community

5 Meetings

SCSS will hold meetings at least once a month during the academic term. A quorum shall consist of 2/3 of active members.

6 Amendments

Amendments to this constitution must be submitted in writing at a meeting of the Organization. Aforementioned amendment(s) will be voted on at a subsequent meeting. In order to adopt the amendment, a vote of 2/3 of the member base is necessary.

7 Ratification

This constitution shall become effective upon approval by SCSS Founding Members and Advisor, the Inter-Club Council, and the Dean of Student Affairs.

4.2.2 Librarian

- Maintain SNXUG's physical and digital libraries;
- Archive new entries into the library;
- Regulate the loaning/donating of books and other printed or digital materials to the SNXUG Library;
- Regulate the loaning of library resources to Users;

4.2.3 Technician

- Maintains SNXUG system boxes and other hardware;
- Supervises SNXUG system box usage;
- Insures proper procedure and care is taken;
- Insures SNXUG system boxes are neat and clean;

4.2.4 Webmaster

- Maintain SNXUG's website;
- Regulate User access to SNXUG digital resources from outside of Saddleback domain;

5 Meetings

SNXUG will hold meetings at least once a week during the academic term except on holidays, final examinations, and at times of Presidential Cancellation. You must come at least twice a month to retain User status, otherwise you will be designated Guest. You need User status to petition for access to SNXUG's system boxes.

A quorum shall consist of 2/3 of active members (Users).

6 Amendments

Amendments to this constitution must be submitted in writing at a regular meeting of the Organization. Aforementioned amendment(s) will be voted on at a subsequent meeting. In order to adopt the amendment, a vote of 2/3 of the Users base is necessary.

7 Ratification

This constitution shall become effective upon approval by SNXUG Founding Members and Advisor, the Inter-Club Council, and the Dean of Student Affairs on February 20, 2004.