

Effective 2/20/23 all references to "California University of Pennsylvania" or "Cal U" are now referred to as "PennWest California" Programming Club

Article I- Organization and Affiliation

1. This organization shall be known as the Programming Club

Article II- Purpose of the Organization

1. To promote the interest of programming and affiliated skills at Cal U.
2. To improve the teaching of programming skills.
3. To examine and investigate applications of computer theory.

Article III- Membership

1. Membership is limited to SAI fee-paying Cal U students
2. Two categories of membership:
 - a. Active members
 - i. Must attend at least one meeting per semester.
 - ii. Eligible to vote & run for office after attending 50% of meetings.
 - iii. Eligible for active member events.
 - b. Inactive members
 - i. May be removed from active roster after 1 full semester of inactivity.
3. Each member will adhere to the California University of Pennsylvania Anti-Hazing Policy. This prohibits all forms of hazing by all members of the club/organization. Any infraction of state, local, or federal guidelines reported to Student Cabinet will result in immediate action and can potentially result in elimination of the club.

Article IV- Officers

1. Officers shall be the President, Vice-President, Secretary, and Treasurer.
2. Elections for these positions will be held every year.
3. All officers have a mandatory attendance or a valid excuse.
 - a. An excuse is deemed valid by the executive board.
4. The President shall:
 - a. Have overall responsibility of the club.
 - b. Organize member meetings and activities that occur throughout the year.
 - c. Call and preside at all regular and special meetings.
5. The Vice President shall:
 - a. Perform the duties of the President in his/her absence, inability to serve, or at his/her call.

- b. Assist President in coordinating member meetings and activities.
 - c. Share joint responsibility with the Secretary for social media & communication.
- 6. The Secretary shall:
 - a. Keep a record of all attending members and their activity status.
 - b. Keep full minutes of every meeting.
 - c. Share joint responsibility with the Vice President for social media & communication
- 7. The Treasurer shall:
 - a. Be responsible for the supervision of the club's financing.
 - b. Be responsible for coordinating the preparation of the annual budget packet.

Article V- Removal

1. Should an officer fail to perform his/her duties, a vote can be commenced by a single officer to remove the offending officer.
2. If three of four officer positions vote to remove the officer, a special election is held by the general assembly to fill the empty position.

Article VI- Meetings

1. Meetings shall be held weekly throughout the academic year, unless otherwise specified by the executive board.
2. Additional meetings can be scheduled as needed.
3. Meetings that count towards semester attendance will be determined by 3 of 4 executive officers. President's choice overrules ties.

Article VII- Quorum

1. Quorum will be set at more than 50% of active members and two officers must be present.

Article VIII- Advisor

1. The advisor will be a faculty member who will be willing to advise the club.
2. The advisor will be selected by 2/3 vote of active membership and can only be removed by 80% vote by active members.
3. The advisor can be replaced due to personal leave.

Article IX- Standing Committee

1. Committees are optional and will be up to the discretion of the officers.
2. Example committees may be an activity committee, fund-raising committee, membership committee, and any other needed committees.

3. Committee must be approved by 3/4 of officers.

Article X- Executive Board

1. Will consist of the four elected officers.
2. At least three executive board meetings throughout each semester.
3. The Board shall be responsible for planning future objectives and activities.
4. The Board shall be responsible for conveying officer responsibilities and obligations to the next Board.

Article XI- Parliamentary Authority

1. Robert's Rules of Order Revised will govern our club.

Article XII- Amending Constitution

1. Amendments can be proposed by at least one Board member.
2. Amendments require half of the officers approval, and a 2/3 majority vote from active members.