

**CONSTITUTION OF THE BUSINESS AND DATA ANALYTICS CLUB OF CALIFORNIA
STATE UNIVERSITY, FULLERTON**



ARTICLE I. NAME AND PURPOSE

Section 1.

The official name of this organization shall be the Business and Data Analytics Club of California State University, Fullerton, and hereinafter referred to as “BDAC” or “club”.

Section 2. The purpose of this organization shall be:

1. Strengthen knowledge in business analytics and ISDS (Information Systems and Decision Sciences).
2. Promote business analytics and ISDS as a professional field.
3. Provide opportunity to gain knowledge in career development and organizational skills.
4. Promote social/professional interaction among students, alumni, and professionals from industry.
5. Foster a spirit of fraternity among graduates and undergraduates, former students, and current students of California State University, Fullerton.

No substantial part of the activities of the club shall consist in carrying on propaganda, or otherwise attempting to influence legislation, and the club shall not participate in, or intervene in (including publishing or distributing statements) any political campaign on behalf of any candidate for public office. Nothing contained in this constitution shall be read as authorizing or permitting the club to operate other than exclusively for charitable, scientific, literary or educational purposes and no amendment to this constitution shall authorize or permit the club to be organized or operated other than exclusively for the stated purposes.

ARTICLE II. MEMBERSHIP AND SELECTION OF MEMBERS

Section 1

Membership in the organization shall be open to all those regularly-enrolled California State University, Fullerton students who are interested in membership. There shall be no other requirements for admission to regular membership. Each regular member has equal rights and privileges.

Section 2

Membership in this organization shall not be denied to any student at California State University, Fullerton on the basis of race, religion, national origin, ethnicity, color, age, gender, marital status, citizenship, sexual orientation or disability.

Section 3

There shall be a minimum of five (5) CSU, Fullerton students who are currently enrolled in at least one class with a maximum of 20 percent of the members who are not CSU, Fullerton students.

Section 4

There shall be three types of membership in the organization: voting, associate, and honorary.

Any eligible CSU, Fullerton student who completes and signs a membership application shall be a voting member upon filing an application with the club secretary. Any eligible non-CSU Fullerton student who completes a membership form shall be an associate member upon submitting a membership form with the club secretary. Any person giving outstanding service to the organization may be voted in for honorary membership.

Section 5

Voting membership is limited to regularly enrolled (non-extended education) students that have registered and paid their dues with Vice-President of Finance.

Section 6

The club shall not affiliate with any organization that participates in discriminatory practices nor will it knowingly do business with any

establishment which discriminates on the basis of race, sex, religion or national origin.

Section 7

This club, as well as any of its members, shall not conspire or engage in hazing nor shall they commit any act that potentially degrades disgraces or injures fellow students attending California State University, Fullerton.

Section 8

Any member may be suspended or expelled from the organization for conduct obviously contrary to the Constitution of BDAC or for conduct which impairs the rights of the members to enjoy the benefits of the club. The offense must be in writing and submitted by a club member. After the offense is submitted to the organization, the offending member has the right to a 24-hour notice of a hearing before his/her peers at a regular meeting and the offending member may be suspended or expelled by a simple majority vote of the members present.

ARTICLE III. OFFICERS

Section 1

The elected officers of the organization shall be the President, Executive Vice-President, Secretary, Vice-President of Finance, Vice-President of Marketing and Correspondence, Vice-President of Operations, and Vice-President of Information Technology.

The term of office for BDAC board members will be one semester beginning the first day of the academic semester. Members must have been a member of the organization for at least one semester to be eligible to run for election as president. There must be at least three officer positions fulfilled. Other officer positions may be established if desired and voted for by the majority of members.

Section 2. Powers and Duties of Officers

Clause 1. The President shall preside at all BDAC meetings. He/She shall be the official spokesperson of the organization, representing the policies, views and opinions of the organization in its relations with the campus and community at large. If he/she cannot attend BDAC meetings, the Executive Vice-President shall attend in his/her place.

Clause 2. The Executive Vice-President shall assume the duties of the President during the absence of the latter and shall also be the official parliamentarian of BDAC as well as the ex-officio Chairperson of the Committee. He/She shall re-charter the club and reserve the rooms necessary to hold regular meetings. He/She shall also be responsible for enforcing the No-Show Policy.

Clause 3. The Secretary, as official historian of BDAC, shall be responsible for recording the minutes of all regular meetings, committee meetings, and special meetings. All regular meeting notes will be posted on the BDAC website for members to review.

Clause 4. The Vice-President of Finance handles all financial affairs and budgeting of the organization. He/She maintains Agency Accounts in the organization's name, which requires signatures of the Treasurer, President, and Faculty Advisors. He/She shall retain all financial records for the purpose of observation and audit by interested individuals. All disbursements for more than \$100 require a majority vote approval of the organization.

Clause 5. The Vice-President of Marketing and Correspondence shall be responsible for promoting of BDAC and official correspondence of the officers and members. He/She shall maintain all the contact lists pertain to the club and files of BDAC.

Clause 6. The Vice-President of Operations shall be responsible for overseeing all the events such as training programs and speaker events organized by BDAC.

Clause 7. The Vice-President of Information Technology shall maintain and update the website and social media pages of BDAC. He/She shall coordinate with the operations to provide IT equipment and support in all the events organized by BDAC if necessary.

Section 3. Officer Qualifications (The President and Treasurer only):

Clause 1. The President and Treasurer of the student organizations are required to meet the minimum requirements established for Minor Student Representative Student Officers by the CSU Chancellor's Office.

- a. Officers must be a matriculated and enrolled (non-extended education) student at California State University, Fullerton.

- b. Officers must maintain a minimum cumulative 2.0 grade point average each term.
- c. Officers must be in good standing and must not be on probation of any kind.
- d. Undergraduates are required to earn six semester units per term while holding office. Graduates and credential students must earn three semester units per term while holding office.
- e. Undergraduate officers 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 officers are allowed to earn a maximum of 50 semester units or 167 percent of the units required for the graduate credential objective, whichever is great.

Clause 2. The President must have held at least one officer position in BDAC in order to be elected. In the event that no such candidate exists, those with chair experience within the last 2 semesters may be taken into consideration. Associate student members will not be considered for the position of the President.

Section 4

Petition by 2/3 of the voting members is cause for a recall election. The offense must be stated in writing and submitted by a member. After the offense is submitted to BDAC, the offending officer has the right to a two-week notice of a hearing. A recall election will be conducted as a "Special Election." Recall requires an affirmative vote of a simple majority of the total voting membership.

Section 5

In the event an elected officer is unable to fulfill his/her term of office, there will be a special meeting with the officers of BDAC and the President will announce the replacement. In the case the President is not present; the Executive Vice-President will make the appointment based of the recommendations from the elected officers of the organization.

ARTICLE IV: MEETINGS

1. Regular meeting are scheduled at least bi-monthly during the academic year, and shall not be held during the summer session, intersession, or on school holidays.

2. Special meetings are called by the president or by 5% of the voting members of the organization. All members must be given a minimum of 48 hours (2 school days) prior to the special meeting time.
3. Business cannot be conducted unless a quorum of the membership is present. Quorum for this organization is defined as 51% of the voting membership.

ARTICLE V: ELECTIONS

1. Officers are elected once an academic year. Elections are held at the end of each academic year for the following year's term.
2. Candidates must be BDAC members for at least one semester term prior to running for office.
3. At least one week's notice will be provided for any meeting at which an election is held
4. Votes will be cast by secret ballot and counted by an unbiased committee.
5. A candidate must receive at least 51% of the votes or if necessary runoff elections will be held.

ARTICLE VI: ADVISORS

1. Any non-auxiliary employee on a minimum half time basis employed by CSU, Fullerton can serve as an advisor to this organization (Please see the Office of Student Life and Leadership for more information on Auxiliary Employee Advisors).
2. The advisor(s) will serve a term of one academic year and is selected at the same time as the officers of the organization.
3. The advisor(s) may be removed by a 2/3 vote of the membership at a regularly scheduled organization meeting.
4. A staff member from the Office of Student Life and Leadership or a School Based Assistant Dean may be assigned to work with this organization to assist the faculty advisor and the organization.

ARTICLE VII: DUES

Section 1

This organization can assess membership fees. Assessments are determined each semester or each academic year by a quorum of the membership at its regularly scheduled organization meeting.

Section 2

All money must be deposited into an Associated Students, Incorporated Accounting Office agency account (The University does not recognize off-campus bank accounts for student organizations at CSU, Fullerton).

ARTICLE VIII. AMENDMENTS TO THE CONSTITUTION

Section 1

Proposed constitutional amendment(s) will be presented, in writing, to the organization one meeting before the amendment(s) can be voted on. Proposed constitutional changes to (a) current amendment(s) will be presented, in writing, to the organization one meeting before the amendment(s) in question can be voted on.

Section 2

Approval by two-thirds of the voting members present at a regular organization meeting will pass this proposed amendment. The amendment is immediately effective unless otherwise stipulated in the proposal.

Section 3

A copy of this constitution or amendments to this constitution must be filed in the Office of Student Life and Leadership at CSU, Fullerton every 2 years or within 90 days after any substantive change or amendment.

ARTICLE IX: DISBURSAL OF ORGANIZATION ASSETS

Section 1

In the event the "Business and Data Analytics Club" should become defunct, all assets will be turned over to the CSU, Fullerton Associated Students, Inc., to be used to promote student programming on campus.

No part of the net earnings of the club shall inure to the benefit of any member, director, officer, or other private individual except that the club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes stated in Article I, Section 2 of the Constitution.

ARTICLE X: RULES OF ORDER

Section 1

The BDAC accepts The Constitution of the Business and Data Analytics Club as its Rules of Order.

Section 2

Any issue not directly written in this document will be resolved by referring to the Rules of Order.