

Constitution of Computer Security Group, Indiana University Southeast

The mission of the CSG is to provide its members with technical education and hands on experience while creating connections to the real-world industry, educate the public about security awareness. enhance the reputation of IUS by supplying the industry with trained professionals in the field of Cyber Security and participating in national security competitions.

Article I: NAME

The official name of this group shall be the "Computer Security Group." Hereafter referred to as CSG.

Article II: PURPOSE

The mission of the CSG is to:

1. Provide its members with technical education and hands on experience while creating connections to the real-world industry
2. Educate the public about security awareness
3. Enhance the reputation of IUS by supplying the industry with trained professionals in the field of Cyber Security and participating in national security competitions.

Article III: MEMBERSHIP

Section 1:Membership is open to all students, faculty, and staff at Indiana University Southeast without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, or gender expression.

Section 2:To become a member, an individual must submit a complete membership application, if it exists, to the Vice President.

Section 3:Should there exist any affiliate organizations, as described in Article 7, the officers of those organizations shall be considered part of the voting membership.

Section 4:Any member/officer may be removed from office and/or the club for misconduct as defined in the bylaws of CSG. The member/officer shall be given seven days notice and an opportunity to give a defense. This removal shall require two-thirds majority vote from the voting membership.

Article IV: ORGANIZATION

Section 1:The officers of this club shall consist of President, Vice President, Secretary, Treasurer, and Social Events Coordinator.

Section 2:Officers shall be selected annually during the 2nd meeting of August. Any individual who is a voting member shall be eligible to hold office. Officers shall be elected by plurality of the voting members present. Officers shall serve for one year.

Section 3:Should any officers decide to abdicate their position a special election may be held for that position. That election would proceed just as a normal election. The date of that election would be decided by the Executive committee.

Section 4: The duties of the officers are as follows:

- **President** – Preside at meetings of the club and also serves as the chairperson for the Executive committee. Act as official representative of the club at other meetings and events.
- **Vice President** – Preside at meetings of the club and the Executive Committee in the absence of the president. Oversee the activities of all club committees. The Vice President shall also serve as the chairperson of the Affiliates committee (Article 5, section 1). The Vice President shall also be responsible for the orientation of new members.
- **Secretary** – Record and produce minutes of all meetings. Coordinate the club’s correspondence. Maintain a roster of all active members. Provide officers and committees with all necessary papers and materials. Keep a systematic method of filing letters received, membership rosters, list committees, etc. Mail and post notices of group and executive committee meetings.
- **Treasurer** – Handles all financial transactions of the club. Maintains thorough and accurate records of all transactions, including those generated by the advisor. Produces financial reports, budgets, or quotes as required by the club. Provides all appropriate items during fundraising events.
- **Events Coordinator** – Serve as chairperson for the Event Committee. Coordinate the social, educational, and informational events held by the club. Work with the officers of Affiliated Organizations during joint events. Create or Maintain the social media presence of the group. Recruit new members to the group.

Article V: Committees

Section 1: The standing committees of this club shall be:

- **Executive Committee** – Consists of the elected officers and chairpersons of all committees. Provides strategic vision for the club. Determines Committee assignments. Acts of the behalf of the club during the summer.
- **Affiliates Committee** – Consists of the presidents from all official affiliated organizations of the Club and the President and Vice President of the club. Sets the joint vision and goals for official affiliated organizations. Acts as a communications channel between the groups
- **Event Committee** – Handles all planning and arrangements for social, education, and informational events held by the club, including joint events. Improve the accessibility of the group to all people, including non-members. Assist the Events Coordinator with any responsibilities to the club.

Section 2: Special committees may be established to carry out special assignments.

Article VI: MEETINGS

Section 1: A regular meeting shall be held at least once each month during the academic year. A special meeting may be called by the Executive Committee or by a petition of ten percent of the voting membership.

Section 2: A quorum shall consist of two-thirds of the Executive Committee and a majority of the voting membership. A quorum shall be required at a meeting of the club in order to conduct official business of the club.

Section 3: Decisions of the club shall be enacted by a majority vote of the present voting membership when quorum is present unless otherwise stated in this constitution.

Article VII: Affiliated Organizations

Section 1: Any registered student group at Indiana University Southeast may apply to become an official affiliated organization (OAO).

Section 2: Upon a two-thirds approval from the voting membership during a meeting at which quorum is present, an organization shall gain OAO status. In order to maintain OAO status, an organization shall complete the following tasks:

1. Maintain active registered status with IUS
2. At least one officer of the OAO attends all meetings of the club
3. Co-host at least one event during the academic year with either another OAO or with the club
4. Both groups must pass a majority vote to remain affiliates annually

Section 3: At a minimum, the OAO shall have access to the following benefits:

1. Access to utilize space and equipment owned by the club
2. Voting membership in the club for all OAO officers
3. Opportunity to co-host events and activities with the club
4. One officer of CSG in attendance at each of their meetings
5. Any other benefits approved by the Executive Committee and Affiliates Committee

Section 4: Failure to complete the tasks of article 7, section 2 shall result in loss of OAO status. An OAO may also lose OAO status by a two-thirds approval from the voting membership and two-thirds approval from the Affiliates Committee.

Article VIII: By-Laws

Section 1:By-Laws may be proposed by the voting membership and may be adopted by a majority vote of those present at the meeting when a quorum is present.

Article IX: Amending

Section 1:Amendments to the constitution may be proposed by any member of the club. Such proposals shall be submitted in writing to the Executive Committee for a first reading to the membership at the regular meeting prior to the meeting at which the proposed amendment is to be voted on.

Section 2:Duly proposed amendments shall be submitted to a vote of the voting members providing a quorum is present. A two-thirds majority vote shall be required for adoption of such amendments.

Article X: Amendments

Article XI: Interpretation

Section 1: Should there ever be any question as to the interpretation of the constitution the interpretation is decided by the current Secretary.