

BYLAWS OF THE COLLEGE DEMOCRATS OF AMERICA

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TABLE OF CONTENTS

BYLAWS

Preamble	3
Article I. Name	3
Article II. Object and Affiliation	3
Article III. Federations	3
Article IV. Regions	6
Article V. Membership	7
Article VI. Officers	8
Article VII. National Conventions	15
Article VIII. National Council	20
Article IX. Executive Board	21
Article X. Judicial Council	22
Article XI. Caucuses	24
Article XII. Committees	25
Article XIII. Advisory Council	28
Article XIV. National Code of Conduct	29
Article XV. Procedural Provisions	31
Article XVI. Parliamentary Authority	31
Article XVII. Amendments	31
History of Amendments	33

ENDNOTES

Notes from the National Parliamentarian	34
Acknowledgements	34
Signature of Authenticity	34

PREAMBLE

We, the Democratic college students of the United States of America,
understanding the importance of our participation in the Democratic Party and in
the political

process, and in our collective wanting to see a more perfect Union realized, hereby ordain and establish these Bylaws as the College Democrats of America.

ARTICLE I. NAME

The name of this organization shall be the College Democrats of America, (herein referred to as “the organization”).

ARTICLE II. OBJECT AND AFFILIATIONS

Section 1. Object. The organization shall exist to support the philosophy and purpose of the Democratic Party, and shall support efforts to increase the participation of college and university students in the Party. The organization shall educate students about the Democratic Party and its values, work with Democrats across the country to achieve the goals of the organization and the Party, and work to introduce and integrate more students into the political process.

Section 2. Affiliations. The organization shall be the official collegiate arm of the Democratic Party. Quorum for meetings at which an amendment to this Section is to be considered by the National Council shall be 3/4 of the members of the National Council.

ARTICLE III. FEDERATIONS

Section 1. Federations.

- A. Establishment.** The organization shall be composed of autonomous units called Federations. One Federation may be chartered per State, Territory, or jurisdiction of the United States of America, and one Federation may be chartered to serve Democrats Abroad. Federations shall be composed of Chartered Chapters within their State, Territory, or jurisdiction, and shall only recognize one Chartered Chapter per college, university, or other postsecondary educational institution. The statewide, territory-wide, or jurisdiction-wide leadership of Federations shall act as

the liaisons between the organization and all Chartered Chapters within their State, Territory, or jurisdiction.

B. Certification.

- 1. Requirements for Certification.** To be considered eligible for certification, a Federation shall have an Executive Board of no less than four (4) individuals, governing documents (such as a Constitution or Bylaws) which are consistent to the greatest extent possible with these Bylaws and the rules of the organization, and no less than one (1) Chartered Chapter.
- 2. Granting a New Certification.** A Federation shall supply the National Director of Membership with the following: A roster of its Executive Board with the names of officers, their office, their email, their phone number, the school they attend, and their classification; their governing documents; and a roster of the Chartered Chapters in their Federation with the names of each President (or highest elected officer), their email, their phone number, the school they attend, and their classification. The National Director of Membership shall grant certification to a new Federation, after which the Federation shall be granted all rights and privileges ordained to it by these Bylaws and the rules of the organization.
- 3. Re-certification.** Federations shall re-certify with the organization once (1) every calendar year at least two weeks before the Summer National Convention. Re-certification shall begin at least sixty-days (60) days prior to the Summer National Convention being called to order. Federations which do not certify during the aforementioned time period shall not be afforded any rights or privileges at National Conventions ordained to them by these Bylaws and the rules of the organization, and shall have until sixty (60) days after the end of the Summer National Convention to re-certify before they are no longer considered certified.

Section 2. At-Large Chartered Chapters.

A. Establishment. Campus organizations which are in States, Territories or jurisdictions which do not have a Federation may petition to be certified as At-Large Chartered Chapters of the organization. Only one At-Large Chartered Chapter per college, university, or other post-secondary educational institution shall be recognized by the organization.

B. Certification.

- 1. Requirements for Certification.** To be considered eligible for certification, an At-Large Chartered Chapter shall have an Executive Board of no less than four (4) individuals, governing documents (such as a Constitution or Bylaws) which are consistent to the greatest extent possible with these Bylaws and the rules of the organization, and no less than seven (7) members.
- 2. Granting a New Certification.** An At-Large Chartered Chapter shall supply the National Director of Membership with the following: A roster of its Executive Board with the names of officers, their office, their email, their phone number, the school they attend, and their classification; their governing documents; and a roster of the members in their at-large chartered chapter with the names of each member, their email, their phone number, the school they attend, and their classification. The National Director of Membership shall grant certification to a new AtLarge Chartered Chapter, after which the At-Large Chartered Chapter shall be granted all rights and privileges ordained to it by these Bylaws and the rules of the organization as if it were a Chartered Chapter within a Federation.
- 3. Re-certification.** At-Large Chartered Chapters shall re-certify with the organization once (1) every calendar year at least two weeks before the Summer National Convention. Re-certification shall begin at least sixty (60) days prior to the Summer National Convention being called to order. At-Large Chartered Chapters which do not certify during the aforementioned time period shall not be afforded any rights or privileges at National Conventions ordained to them by these

governing documents, and shall have until sixty (60) days after the end of the Summer National Convention to re-certify before they are no longer considered certified.

ARTICLE IV. REGIONS

Section 1. Regions.

- A. Northeast Region.** The States, Territories, and jurisdictions within the Northeast Region shall be Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, and New York.
- B. Mid-Atlantic Region.** The States, Territories, and jurisdictions within the Mid-Atlantic Region shall be New Jersey, Pennsylvania, Delaware, Maryland, Virginia, West Virginia, and the District of Columbia.
- C. Midwest Region.** The States, Territories, and jurisdictions within the Midwest Region shall be Ohio, Indiana, Michigan, Wisconsin, Illinois, Minnesota, Iowa, Missouri, North Dakota, South Dakota, Nebraska, Kansas, Montana, Wyoming, and Idaho.
- D. Southeast Region.** The States, Territories, and jurisdictions within the Southeast Region shall be Kentucky, North Carolina, South Carolina, Tennessee, Georgia, Florida, Alabama, Mississippi, Louisiana, and Arkansas.
- E. Southwest Region.** The States, Territories, and jurisdictions within the Southwest Region shall be Oklahoma, Texas, Colorado, New Mexico, Arizona, and Utah.
- F. West Region.** The States, Territories, and jurisdictions within the West Region shall be Washington, Oregon, Nevada, California, Hawai'i, and Alaska.
- G. Overseas Region.** The States, Territories, and jurisdictions within the Overseas Region shall be Puerto Rico, the U.S. Virgin Island, American Samoa, Guam, the Northern Mariana Islands, and all members represented by Democrats Abroad.

Section 2. Regional Directors.

- A. Election of the Regional Directors.** The members of the National Council, each in their respective regions, shall elect a member of the organization who resides in their region to serve as their Regional Director by majority vote.

The Chair of the Committee on Elections, the National Parliamentarian, and the officers of the National Council shall oversee their election.

- B. Vacancy in the Office of Regional Director.** If a vacancy occurs in any of the Offices of Regional Director, the members of the National Council, each in their respective regions, shall elect a member of the organization who resides in their region to serve as their Regional Director by majority vote. The Chair of the Committee on Elections, the National Parliamentarian, and the officers of the National Council shall oversee their election.

- C. Duties of the Regional Directors.** Regional Directors shall work with the Executive Board and the National Council to build membership in their respective region, coordinate national initiatives with Federations, coordinate regional initiatives with Federations, communicate with the membership in their respective region, and other duties as may be assigned to them by the National President, the National Director of Membership, and the officers of the National Council.

ARTICLE V. MEMBERSHIP

Section 1. Membership Requirements. Membership in the organization shall be granted to individuals who are enrolled in a college, university, or other postsecondary educational institution, and who are members of the Democratic Party. They shall be members of Federations, members of At-Large Chartered Chapters, or at-large members as specified in this Article.

Section 2. Federation Members. Individuals who are members of their Federation shall be members of the organization, and shall be afforded any rights and privileges ordained to them by these Bylaws and the rules of the organization, subject to the rules of their Federation.

Section 3. At-Large Chartered Chapter Members. Individuals who are members of an At-Large Chartered Chapter shall be members of the organization, and shall be afforded any rights and privileges ordained to them by these Bylaws and the rules of the organizations, subject to the rules of their At-Large Chartered Chapter.

Section 4. At-Large Members. Individuals who reside in States, Territories, or jurisdictions which do not have a Federation, or whose Federation does not provide for at-large membership may petition to be at-large members of the organization. These individuals shall supply the National Director of Membership with the following: Their name; their email; their phone number; the school they attend; their classification; and proof of enrollment in their post secondary educational institution. The National Director of Membership shall grant at-large membership, after which the individual shall be granted all rights and privileges ordained to it by these Bylaws and the rules of the organization.

ARTICLE VI. OFFICERS

Section 1. Eligibility to Serve. All officers of the organization — whether elected or appointed — shall be members of the Federation as prescribed in these Bylaws.

Section 2. Elected Officers.

- A. Elected Officers.** The Elected Officers of the organization shall be the National President, the National Vice President, the Chair of the National Council, the Vice Chair of the National Council, the Secretary of the National Council, the National Director of Programs, the National Director of Membership, the National Director of Development, the National Director of Political Affairs, the National Director of Inclusion, Diversity, Equity, and Accessibility, and the National Director of Communications.
- B. Election.** All Elected Officers shall be elected at the Summer National Convention. Their term of office shall run until the next Summer National Convention or until their successors are elected. No Elected Officer shall serve in two elected offices at the same time.

- C. Joint Election of the National President and Vice National President.** The National President and National Vice President shall be elected jointly as a ticket. Any two individuals elected National President and National Vice President shall be of different gender identities.
- D. Representation to the Democratic National Committee.** The National President and National Vice President shall represent the organization to the Democratic National Committee, subject to its rules.
- E. Duties of Elected Officers.**
- 1. National President.** The National President shall serve as the chief executive of the organization, and be responsible for determining the goals and direction of the organization. They shall provide regular reports to the National Council and the Democratic National Committee, appoint other officers as are needed to aid in the operation of the organization, and execute the duties assigned to them by the Executive Board, the National Council, and these Bylaws and the rules of the organization.
 - 2. National Vice President.** The National Vice President shall assist the National President in the execution of their duties, including in the determination of the goals and direction of the organization. They shall act as National President when the National President is temporarily unable to execute their duties, shall provide regular reports to the National President, and shall execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
 - 3. Chair of the National Council.** The Chair of the National Council shall lead the National Council and preside over it. They shall assist in the development of the Federations and foster communication between them, and execute the duties assigned to them by the National Council, and these Bylaws and the rules of the organization.
 - 4. Vice Chair of the National Council.** The Vice Chair of the National Council shall assist the Chair of the National Council in the execution of their duties, including in leading the National Council. They shall act as Chair of the National Council when the Chair of the National

Council is temporarily unable to execute their duties, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.

5. **Secretary of the National Council.** The Secretary of the National Council shall be the National Council's correspondent. They shall ensure communication between the officers of the National Council and members of the National Council, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
6. **National Director of Programs.** The National Director of Programs shall oversee all matters related to programming carried out by the organization. They shall work to promote events that are pertinent to the goals of the organization, plan and implement programs which further the goals of the organization, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
7. **National Director of Membership.** The National Director of Membership shall oversee all matters related to membership in the organization. They shall oversee the certification of Federations, assist in the chartering of new Chartered Chapters, work to increase membership in the organization, keep records of membership in the organization, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
8. **National Director of Development.** The National Director of Development shall oversee the management of the finances of the organization. They shall develop and implement fundraising methods, programs, and events, oversee the management of the Advisory Council alongside the National President, work towards the professional and organizational development of the organization, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.

- 9. National Director of Political Affairs.** The National Director of Political Affairs shall oversee all of the political affairs of the organization. They shall manage all political and issue-based campaigns which the organization promotes and involves itself in, oversee the Caucuses, implement the platform of the organization, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
- 10. National Director of Inclusion, Diversity, Equity, and Accessibility.** The National Director of Inclusion, Diversity, Equity, and Accessibility shall oversee all activities related to inclusion, diversity, equity, and accessibility within the organization, and oversee the implementation and adherence to the National Code of Conduct. They shall provide trainings for members of the organization related to such, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
- 11. National Director of Communications.** The National Director of Communications shall oversee all activities related to the internal and external communications of the organization. They shall prepare communications materials, maintain relationships with the press and media, distribute information to members of the organization, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.
- 12. National Director of Digital Strategy and Mobilization.** The National Director of Digital Strategy and Mobilization shall oversee all digital strategy of the organization. They shall oversee the development of the organization's presence in old and new media, the protection of the organization's digital assets, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.

Section 3. Appointed Officers.

- A. Appointed Officers.** The Appointed Officers of the organization shall be the Deputy Directors of the various departments, the National

Parliamentarian, the National Historian, and other officers as are needed to aid in the operation of the organization. **B. Appointment.**

- 1. Appointment of Deputy Directors.** The National President shall nominate members to serve as Deputy Directors of the various departments, who shall each be confirmed by a majority vote of the National Council.
- 2. Appointment of the National Parliamentarian.** The National President shall nominate a member to serve as National Parliamentarian, who shall be confirmed by a majority vote of the National Council. The National Parliamentarian shall be learned in parliamentary law and in the procedures of the organization.
- 3. Appointment of the National Historian.** The National President shall nominate a member to serve as National Historian, who shall be confirmed by a majority vote of the National Council.
- 4. Appointment of the Other Appointed Officers.** The National President shall nominate a member to serve in the other various appointed offices, who shall each be confirmed by a majority vote of the Executive Board. **C. Duties of Appointed Officers.**

- 1. Duties of Deputy Directors.** The Deputy Directors of the various departments shall assist the National Directors of the various departments in the execution of their duties. They shall act as the National Director of their department when the National Director of their department is temporarily unable to execute their duties, and execute the duties assigned to them by their National Director, the National President, the Executive Board, and these Bylaws and the rules of the organization.
- 2. Duties of the National Parliamentarian.** The National Parliamentarian shall advise the National President, the officers of the National Council, Federation National Presidents, and all members of the organization on matters of parliamentary and organizational procedure. They shall be a non-voting member of all entities of the organization, unless otherwise specified.

- 3. Duties of the National Historian.** The National Parliamentarian shall be the organization's record keeper. They shall archive all of the affairs of the organization, including but not limited to its changes, developments, and activities, and execute the duties assigned to them by the National President, the Executive Board, and these Bylaws and the rules of the organization.

Section 4. Vacancies.

- A. Vacancy in the Office of National President.** When a vacancy occurs in the Office of National President, the National Vice President shall become the National President. If there is a vacancy in the Office of National President and the Office of National Vice President, the Chair of the National Council shall become National President. If there is a vacancy in the Office of National President, the Office of National Vice President, and the Office of the Chair of the National Council, then the Elected Officer who is highest on the following list shall become the National President: the Vice Chair of the National Council, the Secretary of the National Council, the National Director of Programs, the National Director of Membership, the National Director of Development, the National Director of Political Affairs, the National Director of Inclusion, Diversity, Equity, and Accessibility, the National Director of Communications, and the National Director of Digital Strategy and Mobilization.
- B. Vacancy in the Office of National Vice President.** When a vacancy occurs in the Office of National Vice President, the National President shall nominate a member of a differing gender identity to serve as National Vice President, who shall be confirmed by a majority vote of the National Council. The National President may appoint an Acting National Vice President who shall execute the duties of the vacant office until the National Council has confirmed the National President's nominee.
- C. Vacancies in the Other Elected Offices.** When a vacancy occurs in any of the other elected offices, the National President shall nominate a member to assume the vacant office, who shall be confirmed by a

majority vote of the National Council. The National President may appoint an acting Elected Officer who shall execute the duties of the vacant office until the National Council has confirmed the National President's nominee.

- D. Vacancies in the Offices of Deputy Director.** When a vacancy occurs in any of the Offices of Deputy Director of the various departments, the National President shall nominate a member to assume the vacant office, who shall be confirmed by a majority vote of the National Council. The National President may appoint an Acting Deputy Director of the department who shall execute the duties of the vacant office until the National Council has confirmed the National President's nominee.
- E. Vacancy in the Office of National Parliamentarian.** When a vacancy occurs in any of the Office of National Parliamentarian, the National President shall nominate a member to assume the vacant office, who shall be confirmed by a majority vote of the National Council. The National President may appoint an Acting National Parliamentarian who shall execute the duties of the vacant office until the National Council has confirmed the National President's nominee.
- F. Vacancy in the Office of National Historian.** When a vacancy occurs in any of the Office of National Historian, the National President shall nominate a member to assume the vacant office, who shall be confirmed by a majority vote of the National Council. The National President may appoint an Acting National Historian who shall execute the duties of the vacant office until the National Council has confirmed the National President's nominee.
- G. Vacancy in the Other Appointed Offices.** When a vacancy occurs in any of the appointed offices, the National President shall nominate a member to assume the vacant office, who shall be confirmed by a majority vote of the Executive Board. The National President may appoint an Acting Appointed Officer who shall execute the duties of the vacant office until the Executive Board has confirmed the National President's nominee.

Section 5. Removal from Office.

A. Cause of Removal. All Elected and Appointed Officers of the organization shall be subject to removal from office for tending to injure the good name of the organization, disturb its well-being, or hamper it in its work; or, for misfeasance, malfeasance or nonfeasance of assigned duties as per these governing documents; or, for violations of any law or rule of the organization; or, for committing a felony under the laws of the various States and

Territories or the United States of America while in office; or, for failure to maintain decorum while acting in a capacity as an officer of the organization.

B. Removal of Elected Officers.

- 1. Removal by the National Council.** When necessary and proper, the National Council may, by three-fourths vote, remove an Elected Officer from office, so long as the National Council has adopted a written resolution of removal. The Chief Judge of the Judicial Council shall preside over the National Council when such a resolution is being considered.
- 2. Impeachment by the Executive Board and Removal by the National Council.** When necessary and proper, the Executive Board may, by two-thirds vote, impeach an Elected Officer who shall no longer be able to execute the duties of their office so long as the Executive Board has adopted a written resolution of impeachment; the National Council shall, within seven (7) days convene to hear the impeachment and vote to remove the Elected Officer from office by three-fourths vote; if the Elected Officer is not removed, they shall be able to once again execute the duties of their office; if the National Council does not convene within seven (7) days, the Elected Officer shall be removed from office. The Chief Judge of the Judicial Council shall preside over the National Council when such a resolution is being heard.
- C. Removal of Appointed Officers.** When necessary and proper, the Executive Board may, by majority vote, remove an Appointed Officer from office. The

National President shall notify the officers of the National Council when an Appointed Officer has been removed from office and provide explanation as to why to the greatest extent possible. The officers of the National Council shall inform the members of the National Council of such.

ARTICLE VII. NATIONAL CONVENTIONS

Section 1. Authority. The National Conventions shall be the highest authority of the organization, subject to these Bylaws and the rules of the organization.

Section 2. Object. The National Conventions shall be held to educate members of the organization and others about the Democratic Party, to train members in participating in the political process, to foster community among members, to, during the Summer, elect new officers, to amend the platform, to amend these Bylaws and the rules of the organization, and to take such actions as it deems necessary and proper to affect the operations of the organization.

Section 3. Time and Place. There shall be a mandatory Summer National Convention every calendar year at a time and place designated by the Director of Programs and consented to by a majority of the National Council, and an optional Winter National Convention every calendar year at a time and place designated by the Director of Programs and consented to by a majority vote of the National Council, pursuant to bids received from Federations whether in-person, electronically, or hybridly. The time and place of a National Convention shall be determined at least sixty (60) days before the National Convention is to be called to order. The National President shall issue the Call for a National Convention when the time and place have been determined.

Section 4. Officers of the National Convention.

A. Convention Director. The Director of Programs shall serve as the Convention Director, unless the Executive Board designates otherwise by majority vote.

- B. Convention Chair.** At least thirty (30) days before a National Convention is to be called to order, the National President shall appoint a Convention Chair.
- C. Convention Vice Chair.** At least thirty (30) days before a National Convention is to be called to order, the National President shall appoint a Convention Vice Chair.
- D. Convention Secretary.** At least thirty (30) days before a National Convention is to be called to order, the National President shall appoint a Convention Secretary.
- E. Convention Parliamentarian.** If there is a National Parliamentarian, the National Parliamentarian shall serve as the Convention Parliamentarian. If there is no National Parliamentarian, the National President shall appoint a Convention Parliamentarian at least thirty (30) days before the National Convention is to be called to order. The Convention Parliamentarian shall be learned in parliamentary law and in the procedures of the organization.
- F. Other Officers.** The National President may appoint other officers as are needed to aid in the planning and execution of a National Convention.

Section 5. General Sessions. At a National Convention, there shall be at least one designated General Session on these Bylaws and the rules of the organization, at least one (1) designated General Session on the Platform, and, at the Summer National Convention, at least one (1) designated General Session for the election. Designated General Sessions are not required if there is no business to consider.

Section 6. Delegations. At a National Convention, a Federation's delegation shall consist of its four (4) National Council members, and the President (or highest elected officer) of each of the Chartered Chapters in their Federation. Delegates shall be entitled to all the rights and privileges ordained to them by these Bylaws, the rules of the organization, and the parliamentary authority of the organization respective to a National Convention, including but not limited to casting a ballot for Elected

Officers, voting on amendments to the platform, and voting on amendments to these Bylaws and the rules of the organization.

Section 7. Convention Committees.

- A. Convention Committee on Awards.** The Convention Committee on Awards shall set the criteria for awards awarded by the organization to Federations, Chartered Chapters, or individuals, and shall select the recipients of such awards. The Committee shall be composed of at least five (5) members: a Chair appointed by the National President with the advice of the officers of the National Council, and four (4) members appointed by the National President with the advice of the officers of the National Council.
Quorum for meetings shall be a majority of all of the members of the Committee.
- B. Convention Committee on Credentials.** The Director of Membership and designated individuals within their department shall execute the duties of the Convention Committee on Credentials as prescribed by the parliamentary authority of the organization.
- C. Convention Committee on the Platform.** The standing Committee on the Platform shall be the Convention Committee on the Platform.
- D. Convention Committee on Rules.** The standing Committee on Rules shall be the Convention Committee on Rules.

Section 8. Election of Officers.

- A. Adoption of a Code of Elections.** At least sixty (60) days before the Summer National Convention is to be called to order, the Elections Committee shall adopt a Code of Elections which specifies the procedures of the election, and includes a Code of Ethics for candidates.
- B. Filing.** At least forty-five (45) days before the Summer National Convention is to be called to order, the Elections Committee shall make available to all members of the organization a method by which they may file to run for an elected office. The Elections Committee shall certify that prospective candidates meet the qualifications for office as prescribed by

these Bylaws and the rules of the organization. The filing period shall last for at least fourteen (14) days. The Elections Committee shall make publicly available a list of all certified candidates by (3) days after the filing period has ended.

- C. Public Campaigning.** The Elections Committee shall prescribe in the Code of Elections a period for public campaigning which shall last for at least thirty (30) days.
- D. Financial Disclosure.** The Elections Committee shall prescribe in the Code of Elections an expenditures limit which all candidates must abide by. Candidates shall be required to disclose to the Elections Committee a list of campaign related expenditures at a time designated by the Elections Committee. Fundraising more than the expenditures limit shall be strictly prohibited. The Elections Committee shall make publicly available candidate expenditure lists before the Summer National Convention is to be called to order.
- E. Nominating Speeches.** At the designated General Session during the Summer National Convention, the Convention Chair shall call on members of the organization to nominate other members for elected office. Members nominating candidates for National President and National Vice President shall be limited to three (3) minute nominating speeches; members nominating candidates for the other elected offices shall be limited to two (2) minute nominating speeches. Following the nomination of candidates, the Convention Chair shall call on candidates to deliver their acceptance speeches, which shall be limited to three (3) minutes each.
- F. Election by Ballot.** Elected officers shall be elected by delegates by ballot as prescribed by the Elections Committee. Voting shall be conducted by instant runoff voting, with delegates able to mark a first, second, and third choice for each Elected Office. Write-ins shall not be allowed. Voting by proxy shall not be allowed. No member entitled to cast a ballot shall be denied such regardless of if they are at the National Convention in-person or not. Delegates shall have at least twenty-four (24) hours to

cast their ballot. The Elections Committee shall be responsible for ensuring that all delegates understand voting procedures and the ballot.

G. Announcement of Results. The Convention Chair shall announce the results of the election as prescribed by the parliamentary authority of the organization. **H. Violations.**

- 1. Filing a Complaint.** Individuals who believe that a candidate has violated the Code of Elections, these Bylaws, or the rules of the organization, or has deliberately worked against the execution of a free and fair election shall be able to file a complaint with the Elections Committee which describes the nature of the supposed violation. The Elections Committee shall prescribe the method by which an individual may file a complaint.
- 2. Review of a Complaint.** The Elections Committee shall review all complaints submitted to it, and may call hearings in order to further review a complaint, at which both the complainant and respondent shall be given the opportunity to respond to the complaint.
- 3. Injunctions.** If the Elections Committee finds that a candidate has committed a violation, the Committee may, by majority vote, issue injunctions against candidates including but not limited to: a written warning, reducing their expenditures limit, and imposing a temporary suspension of public campaigning. The Elections Committee may, by a three-fourths (3/4) vote, disqualify a candidate.

Section 9. Election of Caucus Officers. Caucus Officers shall be elected in the same manner as Elected Officers at the Summer National Convention by the members of each Caucus, excluding Section 8E of this Article.

ARTICLE VIII. NATIONAL COUNCIL

Section 1. Authority. The National Council shall have full power and authority between National Conventions, except that which is reserved for a National Convention, subject to these Bylaws and the rules of the organization.

Section 2. Members.

- A. **Members.** The National Council shall be made up of four (4) representatives per Federation, four (4) representatives per Identity Caucus, and four (4) representatives per Issue Caucus. Each Federation, Identity Caucus, and Issue Caucus shall have one (1) vote, with each Federation and each Identity Caucus choosing who those representatives are and how their vote is cast among its representatives. Members of the National Council shall be members of the organization.
- B. **Removal of a Member.** When necessary and proper, the National Council may, by two-thirds (2/3) vote, remove a member of the National Council, so long as the National Council has adopted a written resolution of removal.

Section 3. Officers. The officers of the National Council shall be the Chair, Vice Chair, and Secretary of the National Council.

Section 4. Meetings.

- A. **Regular Meetings.** The National Council shall meet at least once (1) every month, determined by the officers of the National Council. Written notice of the meeting shall be given to members of the National Council at least seven (7) days prior to the meeting being called to order. A tentative agenda shall be provided to members when written notice is given.
- B. **Special Meetings.** A special meeting of the National Council may be called so long as written notice of the meeting has been given to members of the National Council at least three (3) days prior to the meeting being called to order, determined by the officers of the National Council. A tentative agenda shall be provided to members when written notice is given.
- C. **Special Meetings Called by the National President.** On extraordinary occasions, the National President may call a special meeting of the National Council so long as written notice of the meeting has been given to the officers of members of the National Council at least three (3) days prior to the meeting being called to order. A tentative agenda shall be provided to members when written notice is given.
- D. **Quorum.** Quorum for regular and special meetings shall be one-third (1/3) of all members of the National Council.

ARTICLE IX. EXECUTIVE BOARD

Section 1. Authority. The Executive Board shall have general supervision of the affairs of the organization.

Section 2. Members. All Elected Officers shall be voting members of the Executive Board.

Section 3. Officers. The National President shall preside over the Executive Board, and shall appoint a Secretary from among its members who shall take meeting minutes.

Section 4. Meetings.

- A. Regular Meetings.** The Executive Board shall meet at least once (1) every month, determined by the National President. Written notice of the meeting shall be given to members of the Executive Board at least three (3) days prior to the meeting being called to order. A tentative agenda shall be provided to members when written notice is given.
- B. Special Meetings.** A special meeting of the Executive Board may be called so long as written notice of the meeting has been given to members of the Executive Board at least one (1) day prior to the meeting being called to order, determined by the National President. A tentative agenda shall be provided to members when written notice is given.
- C. Quorum.** Quorum for regular and special meetings shall be a majority of the voting members of the Executive Board.

Section 5. Departments. The various departments of the organization, led by the various National Directors, shall be entities of the Executive Board, subject to the authority of the National President, the Executive Board, and these Bylaws and the rules of the organization.

ARTICLE X. JUDICIAL COUNCIL

Section 1. Authority. The Judicial Council shall act as a body of final review over certain affairs of the organization. They shall hear appeals to decisions made by the Committee on Rules regarding violations of these Bylaws and the rules of the organization, appeals to decisions and injunctions made by the Committee on Elections regarding elections, appeals to decisions made by the National Director of

Inclusion, Diversity, Equity, and Accessibility regarding violations of the National Code of Conduct, appeals to impeachment by the Executive Board and removal by the National Council, and have original jurisdiction over disputes between Federations. When necessary and proper, the National President, Chair of the National Council, or National Parliamentarian may immediately refer matters to the Judicial Council for review.

Section 2. Members.

A. Composition. The Council shall be composed of nine (9) members: a Chief Judge nominated by the National President with the advise of the officers of the National Council, one (1) Deputy Chief Judge nominated by the National President with the advise of the officers of the National Council, and one (1) member from each of the various regions nominated by the National President with the advise of each of the various Regional Directors.

Nominees shall be confirmed by a majority vote of the National Council.

B. Impartiality. Members of the Judicial Council shall remain impartial in all affairs of the organization once confirmed. They shall not be candidates for any office within the organization, and may not hold any other elected or appointed office, excluding the National Parliamentarian and the National Historian.

Section 3. Officers.

A. Chief Judge. The Chief Judge shall lead the Judicial Council and shall preside over it.

- B. Deputy Chief Judge.** The Deputy Chief Judge shall assist the Chief Judge in the execution of their duties, and shall act as Chief Judge when the Chief Judge is temporarily unable to execute their duties.
- C. Secretary.** The Chief Judge shall appoint a Secretary who shall receive appeals and requests for review, who shall take meeting minutes, and who shall ensure communication between the Judicial Council and the organization.

Section 4. Procedural Provisions.

- A. Quorum.** Quorum for meetings shall be a majority vote of the members of the Judicial Council.
- B. Standing Rules.** The Judicial Council may establish its own standing rules, so long as they are consistent with these Bylaws and the rules of the organization.
- C. Decisions.** Decisions made by the Judicial Council shall be final, though may be amended at a later time by the Judicial Council, and shall be published in writing and archived by the National Historian.

Section 5. Removal from Office.

- A. Cause of Removal.** All members of the Judicial Council shall be subject to removal from the Judicial Council for tending to injure the good name of the organization, disturb its well-being, or hamper it in its work; or, for misfeasance, malfeasance or nonfeasance of assigned duties as per these governing documents; or, for violations of any law or rule of the organization; or, for committing a felony under the laws of the various States and Territories or the United States of America while in office; for failure to maintain decorum while acting in a capacity as an officer of the organization; or, for failure to remain impartial in all affairs of the organization once confirmed.
- B. Removal by the National Council.** When necessary and proper, the National Council may, by three-fourths vote, remove a member from the Judicial Council, so long as the National Council has adopted a written resolution of removal.

- C. Impeachment by the Judicial Council and Removal by the National Council.** When necessary and proper, the Judicial Council may, by two-thirds vote, impeach one of its members who shall no longer be able to execute the duties of their office so long as the Judicial Council has adopted a written resolution of impeachment; the National Council shall, within seven (7) days convene to hear the impeachment and vote to remove the member from the Judicial Council by three-fourths vote; if the member is not removed, they shall be able to once again execute the duties of their office; if the National Council does not convene within seven (7) days, the member shall be removed from the Judicial Council.

ARTICLE XI. CAUCUSES

Section 1. Establishment. There shall be within the organization Caucuses, whose purpose shall be to represent the various constituencies of members of the organization, and assist the organization and Federations in outreach and targeted programming.

Section 2. Identity Caucuses.

- A. Establishment.** Members of the organization may submit a written petition to the National Director of Political Affairs and officers of the National Council which explains the purpose of the prospective Identity Caucus. The National Council shall approve the petition by majority vote, after which the caucus shall be considered established.
- B. Officers.** The officers of Identity Caucuses shall be the Chair, Vice Chair, Secretary, and National Representative, each elected at the Summer National Convention by the members of the Caucus subject to the jurisdiction of the Committee on Elections, and these Bylaws and the rules of the organization.
- C. Vacancies.** When a vacancy occurs in the Office of Chair, the Vice Chair shall become the Chair. If there is no Vice Chair to assume the Office of Chair, the Chair of the Committee on Elections, the National Parliamentarian, and the National Director of Political Affairs shall

schedule an election for members to fill the vacancy in the Office of Chair who shall conduct elections for the other vacancies once elected.

- D. Standing Identity Caucuses.** The standing Identity Caucuses shall be the Asian American and Pacific Islander Caucus, the Black Caucus, the Disabilities Caucus, the Jewish Caucus, the Latinx Caucus, the Muslim Caucus, the LGBTQIA+ Caucus, and the Women's Caucus.

Section 3. Issue Caucuses.

- A. Establishment.** Members of the organization may submit a written petition to the National Director of Political Affairs which explains the purpose of the prospective Issue Caucus. The Executive Board shall approve the petition by majority vote, after which the caucus shall be considered established.
- B. Officers.** The officers of Issue Caucuses shall be the Chair, Vice Chair, and Secretary, each elected at the Summer National Convention by the members of the Caucus subject to the jurisdiction of the Committee on Elections, and these Bylaws and the rules of the organization.
- C. Vacancies.** When a vacancy occurs in the Office of Chair, the Vice Chair shall become the Chair. If there is no Vice Chair to assume the Office of Chair, the Chair of the Committee on Elections, the National Parliamentarian, and the National Director of Political Affairs shall schedule an election for members to fill the vacancy in the Office of Chair who shall conduct elections for the other vacancies once elected.

Section 4. Active Requirements

- A.** All identity caucuses must have a Chair and two members, meet no less than once a month, and submit proper minutes to the National Council Leadership and Director of Political Affairs to be considered "active" within the College Democrats of America National Council.
- B.** Any caucus, identity or issue, that fails to meet the required membership threshold, or goes two (2) months without meeting and submitting proper minutes, shall be considered "inactive". Inactive caucuses shall not count towards quorum or receive a vote on business within the National Council, however they may still speak during "Public Comment".

- C. All inactive caucuses shall submit evidence of membership, as well as meeting minutes, within twenty-four (24) hours before any National Council meeting to be reinstated as an active caucus.

ARTICLE XII. COMMITTEES

Section 1. The Committee on Elections.

A. Establishment. The Committee on Elections shall be a standing committee, whose purpose shall be to coordinate and execute the national elections of the organization fairly and honestly, including those which take place outside a National Convention. The Committee shall hear complaints related to violations of election procedures.

B. Members.

- 1. **Composition.** The Committee shall be composed of nine (9) members: a Chair appointed by the National President, one (1) member from each of the various regions appointed by the National President with the advise of the officers of the National Council, and one (1) member of the Executive Board appointed by the National President with the advice of the Executive Board.
- 2. **Impartiality.** Members of the Committee shall remain impartial in all affairs of the organization once confirmed. They shall not be candidates for any office within the organization, and may not participate in campaigning of any kind.

C. Procedural Provisions.

- 1. **Quorum.** Quorum for meetings shall be a majority of the members of the Committee.
- 2. **Standing Rules.** The Committee may establish its own standing rules, so long as they are consistent with these Bylaws and the rules of the organization.

Section 2. The Committee on the Platform.

A. Establishment. The Committee on the Platform shall be a standing committee, whose purpose shall be to address issues regarding the

platform of the organization, and support the policy work of the organization. The Committee shall recommend the adoption of amendments to the platform, and policyrelated resolutions.

- B. Members.** The Committee shall be composed of at least five (5) members: the National Director of Political Affairs who shall be the Chair, and four (4) members appointed by the National President with the advice of the National Director of Political Affairs and the officers of the National Council.

C. Procedural Provisions.

- 1. Quorum.** Quorum for meetings shall be a majority of the members of the Committee.
- 2. Standing Rules.** The Committee may establish its own standing rules, so long as they are consistent with these Bylaws and the rules of the organization.

Section 3. The Committee on Rules.

- A. Establishment.** The Committee on Rules shall be a standing committee, whose purpose shall be to address issues regarding these Bylaws and other rules of the organization. The Committee shall hear complaints related to the execution of these Bylaws and other rules of the organization.

- B. Members.** The Committee shall be composed of nine (9) members: a Chair nominated by the National President, three (3) members nominated by the National President, four (4) members nominated by the officers of the National Council, and the National Parliamentarian as an ex-officio member. Nominees shall be confirmed by a majority vote of the National Council.

C. Procedural Provisions.

- 1. Quorum.** Quorum for meetings shall be a majority of the members of the Committee.
- 2. Standing Rules.** The Committee may establish its own standing rules, so long as they are consistent with these Bylaws and the rules of the organization.

Section 4. Special Committees.

- A. Appointment by the National President.** The National President may appoint special committees to conduct the business of the organization as a whole, the National President, or the Executive Board. These Committees shall exist until their specified purpose has been carried out to its completion, or dissolved by the National President, as prescribed by the parliamentary authority of the organization.
- B. Appointment by the National Council.** The officers of the National Council may appoint special committees to conduct the business of the National Council. These Committees shall exist until their specified purpose has been carried out to its completion, or dissolved by the National Council, as prescribed by the parliamentary authority of the organization.
- C. Procedural Provision.** Quorum for meetings of shall be a majority of all of the members of a Special Committee.

ARTICLE XIII. ADVISORY COUNCIL

Section 1. Authority. The Advisory Council shall advise the Executive Board on the affairs of the organization, and shall work with the National President, the National Vice President, and the National Director of Development to ensure that the goals of the organization are met.

Section 2. Members.

- A. Composition.** The Advisory Council shall be composed of individuals who have demonstrated their commitment to the highest ideals of the organization and the Democratic Party, and who have demonstrated their commitment to the success of the organization both internally and externally. They shall be nominated by the President and confirmed by the National Council by majority vote. These individuals are not required to be members of the organization, and shall not be Elected or Appointed Officers.

- B. Term.** Members of the Advisory Council shall serve on the Advisory Council for two (2) years from the date of their confirmation.

Section 3. Officers. The National President shall Co-Chair the Advisory Council, and shall appoint from among its members another Co-Chair.

Section 4. Meetings.

- A. Regular Meetings.** The Advisory Council shall meet at least once (1) every four (4) months, determined by the Co-Chairs. Written notice of the meeting shall be given to members of the Advisory Council at least seven (7) days prior to the meeting being called to order. A tentative agenda shall be provided to members when written notice is given.
- B. Special Meetings.** A special meeting of the Advisory Board may be called so long as written notice of the meeting has been given to members of the Executive Board at least seven (7) days prior to the meeting being called to order, determined by the Co-Chairs. A tentative agenda shall be provided to members when written notice is given.

ARTICLE XIV. Access to Organization's Social Media Accounts and Password Changes

Section 1. Access to the College Democrats of America's official social media accounts specified with “@collegedems” shall be restricted to the following members of the organization:

- a. The President
- b. The Vice President
- c. The National Council Chair
- d. Members of the Communications Department
- e. The National Advisor

No other members or external parties shall be granted access to the organization's social media accounts unless approved by a majority vote of the executive board.

Section 2. Password Changes Protocol: Whenever changes are made to the passwords of the organization's official social media accounts:

- a. A written notice, detailing the reasons for the change and the new passwords, must be provided to all the aforementioned positions.
- b. A verbal notice must also be given to ensure immediate communication and understanding of the changes.
- c. These notices must be issued within 24 hours of any password alteration.

ARTICLE XV. Information Transition Process

Section 1. In any situation that results in a transition of leadership or responsibility, including but not limited to resignations, removals, and end of terms, the following transition process shall be adhered to:

- a. Notification: The departing individual must provide written notice to the executive board outlining the reasons for their departure and a proposed timeline for the transition, at least 3 days in advance, unless the circumstances are exceptional.
- b. Inventory of Information: The departing individual shall prepare an inventory list of all documents, credentials, passwords, materials, and any other pertinent information and documents related to CDA business that are relevant to their role.
- c. Transition Meeting: A formal transition meeting shall be scheduled between the departing individual and the incoming individual (or interim position holder). During this meeting, the departing individual will hand over the inventory of information and discuss any ongoing projects, pending tasks, and provide insights and guidance relevant to the role.
- d. Documentation: A transition document, detailing all handed-over information, documents related to CDA business, and insights discussed during the transition meeting, shall be created. This document should be signed by both the departing and incoming individuals and submitted to the executive board for record-keeping.

e. Data Protection: All sensitive and personal information, including documents related to CDA business, should be handed over with utmost care, ensuring compliance with data protection regulations and the organization's privacy policy.

f. Follow-Up: Within 3 days of the transition meeting, a follow-up session should be held to address any queries, uncertainties, or challenges faced by the incoming individual."

ARTICLE XVI. NATIONAL CODE OF CONDUCT

Section 1. Authority. The National Code of Conduct shall apply to all entities and all members of the organization, including but not limited to National Conventions, the National Council, the Executive Board, the Judicial Council, the various Federations, and the various Chartered Chapters of organization. No rule shall be passed by any entity of the organization which supersedes it.

Section 2. Object. The National Code of Conduct shall seek to guide all entities and all members of the organization in acting ethically, responsibility, and in accordance with the values of the organization, and the Democratic Party.

Section 3. Enforcement. Enforcement of the National Code of Conduct shall be entrusted to the National Director of Inclusion, Equity, Accessibility, and Diversity, and other entities of the organization charged with enforcement of the Object of the National Code of Conduct. The National Director of Inclusion, Equity, Accessibility, and Diversity may establish its own procedures for enforcing the Code of Conduct, so long as they are consistent with these Bylaws and the rules of the organization.

Section 4. Code of Conduct.

A. Respect. Entities and members of the organization shall give each other proper respect, kindness, and mature, professional communication, and be considerate of one another.

- B. Teamwork.** Entities and members of the organization shall bring all their energy, time, and experiences to the team, and work to establish a sturdy foundation of networking and lasting relationships.
- C. Confidentiality.** Entities and members of the organization shall maintain the necessary confidentiality for matters concerning the organization and respective offices within it.
- D. Receptiveness.** Entities and members of the organization shall be open to foreign concepts and standpoints in order to encourage diverse thinking and reduce tensions.
- E. Recognition of Systems of Oppression.** Entities and members of the organization shall hold mutual respect and allow for others to speak from their positions in our systematically oppressive society.
- F. Awareness of Social Distinctions.** Entities and members of the organization shall work to better understand how culture, language, and other factors play into discourses between individuals, and take these identities into special consideration.
- G. Accessibility.** Entities and members of the organization shall strive to cultivate and maintain an environment which is accessible to all in both virtual and physical settings.
- H. Regional Inclusion.** Entities and members of the organization shall be mindful and inclusive of those living in different time zones and in those living in rural communities.
- I. Full Participation.** Entities and members of the organization shall work together to allow each voice to be heard, and actively listen to others.
- J. Professional Development.** Entities and members of the organization shall work to educate themselves and others in our rapidly changing society, and avoid stagnancy in social conduct and professional operations.
- K. Understanding Our Impact.** Entities and members of the organization shall work to impact others positively.
- L. Unity.** Entities and members of the organization shall sympathize with others and allow emotional availability to be shown to the best of our ability, being mindful of healthy communication.

Section 5. Anti-Discrimination Clause. The organization, its entities and its members, do not and shall not discriminate on the basis of race, color, religion (creed), national origin, cultural identity, sex, gender identity, gender expression, age, marital status, class, sexual orientation, disability (accessibility), or military status in any of its activities or operations.

ARTICLE XVII. PROCEDURAL PROVISIONS

Section 1. Public Session. All meetings of the organization — including, but not limited to meetings of the National Council, Executive Board, Judicial Council, Caucuses, and Committees — shall be held in public session, though meetings may be moved into executive session as prescribed by the parliamentary authority of the organization.

Section 2. Meetings Held Electronically. Except as otherwise provided in the governing documents, all meetings of the organizations may be conducted through the use of Internet meeting services that support voting and support visible displays identifying those participating, identifying those seeking recognition to speak, showing (or permitting the retrieval of) the text of pending motions, and showing the results of votes. These electronic meetings shall be subject to all the rules of the organization to govern them, which may include any reasonable limitations on, and requirements for, participation. Any such rules shall supersede any conflicting rules in the parliamentary authority, but may not otherwise conflict with or alter any rule or decision of the organization.

Section 3. Suspension of the Rules. A motion to suspend the rules shall never be in order, unless, on extraordinary occasions, the National Parliamentarian rules the motion in order, after which the rules may be suspended as prescribed by the parliamentary authority of the organization.

ARTICLE XVIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the organization in all cases to which they are applicable

and in which they are not inconsistent with these governing documents, and any special rules of order the organization may adopt.

ARTICLE XIX. AMENDMENTS

Section 1. Amendments Made By a National Convention. These Bylaws may be amended by a National Convention by a two-thirds ($\frac{2}{3}$) vote of all members eligible to vote in the elections of the organization, provided that the amendment has been submitted to the Committee on Rules and to the officers of the National Convention at least thirty (30) days prior to a National Convention being called to order. The Committee on Rules shall provide recommendations to the National Council on the adoption of these amendments. The officers of the National Convention shall distribute the text of the amendment to each eligible member at least seven (7) days prior to the National Convention being called to order. The amendment shall be amendable by the National Convention.

Section 2. Amendments Made By the National Council. These Bylaws may be amended by the National Council by a two-thirds ($\frac{2}{3}$) vote, provided that the amendment has been submitted to the Committee on Rules and to the officers of the National Council at least fifteen (15) days prior to the meeting at which it will be considered. The Committee on Rules shall provide recommendations to the Council on the adoption of these amendments. The officers of the National Council shall distribute the text of the amendment to each member of the Council at least seven (7) days prior to the meeting. The amendment shall be amenable by the Council. The requirement for previous notice of an amendment to the Bylaws may be suspended by unanimous consent of the Council.

End of the Bylaws.

HISTORY OF AMENDMENTS

September 19, 2021. The National Council amended Article II Section 2 of these Bylaws to provide for an increased quorum requirement at a meeting at which an amendment to this section is to be considered.

NOTES FROM THE NATIONAL PARLIAMENTARIAN

1. To cite these Bylaws, format the citation as follows: e.g. “Article XII Section 2C2” or “Art. XII Sec. 2C2”.

ACKNOWLEDGEMENTS

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SIGNATURE OF AUTHENTICITY

/s/ J.J. Martinez

National Parliamentarian

2020-2021

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DEMOCRATS
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