I. **Purpose**
   
   A. The purpose of the Penn State Competitive Cyber Security Organization is to provide members with an academic outlet to pursue and refine their cyber defense and security skills, collaborate with members of other technology-related clubs, expand their technical acumen, and provide the opportunity to apply such acumen in competitive environments through participation in various cyber defense competitions.

II. **Membership**
   
   A. At all times, the majority (50%+1) of all active members shall be full-time, officially registered students at University Park.
   
   B. The membership shall be divided into active and associate members.
      
      1. Only currently registered students are eligible for active membership.
      
      2. All other members interested in dedicating themselves to the purpose of the Penn State Competitive Cyber Security Organization, including but not limited to, faculty, students from other Penn State campuses, staff, and community members, shall be associate members. Only active members may hold office, vote, preside, officiate, or solicit funds on behalf of the organization.
   
   C. At all times there shall be at least 10 active student members for undergraduate or graduate organizations.
   
   D. The club reserves the right to expel a member who is not following the policies of the organization with a super majority vote of attending members - quorum is 75% of active members.
   
   E. In the case of violations of constitutional policies and/or a conflict between members within the organization the highest ranking officer that is not involved in the conflict, with the assistance from the advisor (if applicable), will facilitate an informal mediation procedure:
      
      1. The mediator shall:
         
         i. Arrange for a mediation meeting outside of the regular organization business meeting
         
         ii. Explain their role as the impartial party and the objectives of the mediation
         
         iii. Set ground rules
         
         iv. Allow each party to express their views by allowing the conversation to go where the parties wish it to go
         
         v. Collect any available resources that might assist in the resolution (financial documents, emails, photos, etc.)
         
         vi. As a third party, do not suggestion resolutions but rather leave the responsibility for the resolution with the parties involved
         
         vii. Facilitate goal setting to reach a win-win resolution
   
   F. **New Membership and Recruitment**
      
      a. Any and all new members will be given full disclosure during recruitment, including but not limited to the disclosure of:
         
         i. New Membership Manual
         
         ii. Schedule of New Member Events and Activities
         
         iii. A list of responsibilities
         
         iv. A copy of the University Hazing policy, prescribed by Policies and Rules for Student Organizations (This documents will be available upon request by the Office of Student Activities).
      
      b. All members, including but not limited to new members and recruits, reserve the right to refrain from participating in any activities without consequence, based upon personal/religious beliefs, personal values, or moral reserve as defined by the member.
      
      c. Any and all interaction/activity between members and/or new members will be limited to guidelines stated by university policy, as well as local, state, and federal laws.
III. Officers

A. Undergraduate candidates must be full-time, officially registered active student members to be selected as officers at the time of the appointment or election. Graduate candidates may be full-time or part-time, officially registered active student members to be selected as officers at the time of the appointment or election. Officers may change from full-time to part-time, or vice versa, after becoming an officer. Student organizations may establish and apply additional eligibility criteria for appointed or elected leaders/officers.

B. Offices
   1. The President is the spokesperson for the organization. The President presides at all meetings.
   2. The Vice-President shall serve as President when the President is unable to do so.
   3. The Secretary will ensure that all organizational needs are met.
   4. The Treasurer shall be charged with handling all organizational finances.

C. Filling unexpired vacancies:
   1. Nominations are taken at the meeting following the vacancy. Elections also occur at this meeting.
   2. If a majority (50%+1) is not obtained by any of the candidates, the candidate receiving the lowest number of votes is eliminated, and the active members shall vote again.
   3. When nominations are being taken to fill unexpired terms, any member of the organization may nominate another member of the organization by simply raising his/her hand and indicating such when recognized.
   4. In such circumstances, members are unable to nominate themselves.

IV. Meeting

A. The Penn State Competitive Cyber Security Organization will meet at least 3 times per semester.

B. Adequate advance notice must be given to all active members.

C. The President, with the consent of the Vice President, may change meeting frequency.

D. Members shall be notified of all meetings by e-mail.

E. The President may call special meetings should he/she see fit.

V. Voting

A. Only active members may vote.

B. Quorum for all voting shall be thirty-three percent (33%) of the active membership.

C. A simple majority (50%+1) shall be necessary for all voting. This majority shall be derived from the active members present.

VI. Finances

A. All organizational funds are to be deposited and handled exclusively through the Associated Student Activities (ASA) in 240 HUB.

B. This organization will not have an off-campus account(s).

C. This organization shall collect dues that will not be excessive.

D. The Treasurer, with the consent of the President, will determine dues.

E. Dues shall be collected semi-annually.

F. The Officers of the Penn State Competitive Cyber Security Organization may spend up to $50 of the organization’s funds without the approval of the general membership.

VII. Elections

A. Nominations and elections shall take place during the second to last meeting of the spring semester for the following year.
B. This meeting shall be publicized in the meetings preceding it and by email through the organization's listserv.

C. Election codes:
   1. Any member may nominate an active member for any office by raising his/her hand at the appropriate time and being recognized by the presiding official. Next, the active members shall cast secret, written ballots for the candidate of their choice. Each active member shall have one vote per office.
   2. If 50%+1 cannot be obtained, the candidate with the lowest number of votes shall be dropped from consideration, and the active members shall vote again.
   3. In the event of a tie, the ballot will be recast.

D. No one involved in conducting the elections may be an official candidate

VIII. Amendments to the Constitution

   A. Amendments to this constitution may be introduced at the conclusion of any meeting. Voting shall occur at the meeting following its introduction, with the amendment taking effect following Office of Student Activities approval.
   B. Any member may introduce a constitutional amendment at the conclusion of any meeting. At the following meeting, the active members shall vote on the amendment, as outlined in the article on voting. If the amendment passes, it shall be sent to the Office of Student Activities for approval.
   C. All amendments are subject to the approval of the Office of Student Activities.

IX. Parliamentary Authority

   A. Robert’s Rules of Order, Newly Revised, by Sarah Corbin Roberts shall be used in all cases not covered by this constitution.

X. Accessibility of this Constitution

   A. Copies of this constitution shall be made available to anyone upon request.

XI. Advisor

   A. This organization must retain at least one advisor at all times. The advisor will be a full-time Faculty or Staff member of The Pennsylvania State University, University Park campus and will be chosen by the organization.
   B. This organization will choose an advisor through a majority vote.